

# Oxford University Student Union<sup>1</sup>

Company no. 07314850 Charity no. 1140687

## BYE-LAWS 2016

### Governance

- 1 Interpretation
- 2 Regulations
- 3 Amendment procedure

### Elections and Referenda

- 4 Elections
- 5 Responsibilities of Delegates
- 6 Referenda
- 7 Returning Officer and Elections Committee
- 8 Complaints

### Council, Council's Executive and Oxford SU Policy

- 9 Council
- 10 Scrutiny of Sabbatical Trustees
- 11 Budget and accounts
- 12 External affiliations
- 13 Council's Executive
- 14 Making Oxford SU Policy
- 15 Validity and effect of Oxford SU Policy

### Membership

- 16 Removal of membership
- 17 Suspension of membership
- 18 Associate Members
- 19 General meeting poll

### Trustees

- 20 Sabbatical Trustees
- 21 Sabbatical Trustee Remits
- 22 Student Trustees
- 23 External Trustees

### Board vacancies and chair

- 24 Vacancies
- 25 Co-option
- 26 Eligibility for election
- 27 Board chair and deputy chair

### Motions of No Confidence

- 28 Motions of No Confidence

### Board Committees

- 29 Finance Committee
- 30 Other committees

### Student Services

- 31 Financial support
- 32 *Student Advice Service*
- 33 Media Services

### Oxford SU Campaigns and Raise & Give

- 34 Oxford SU Campaigns
- 35 *Raise & Give* (RAG)

### Complaints

- 36 Complaints procedure

Schedule One (Interpretation)

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<sup>1</sup> Amended: Trinity Term 2016, Michaelmas Term 2016, Hilary Term 2017 and Michaelmas Term 2017.

In exercise of its powers under Article 11.1, Council makes these Bye-Laws.<sup>2</sup>

## **Governance**

### **1 Interpretation<sup>3</sup>**

- 1.1 Footnotes (included to aid understanding) do not form part of these Bye-Laws.
- 1.2 A dispute in relation to the interpretation of
  - (a) the Articles and the Bye-Laws must be referred to the Board, and
  - (b) Regulations must be referred to the Returning Officer,for resolution. The Board or the Returning Officer (as the case may be) must seek advice where appropriate before making a decision.
- 1.3 When resolving a dispute under Bye-Law 1.2,
  - (a) the Board must interpret the Bye-Laws so as not to conflict with the Articles (but, to the extent that there is a conflict, the Articles apply), and
  - (b) the Returning Officer must interpret Regulations so as not to conflict with the Bye-Laws (but, to the extent that there is a conflict, the Bye-Laws apply).

### **2 Regulations**

- 2.1 Council may from time to time make, repeal or amend Regulations.
- 2.2 Regulations must provide for the matters specified in Bye-Laws 4, 6, 7 and 8, and (where there is an agreement under Article 14.2) for restrictions on
  - (a) the eligibility to stand for election to, and
  - (b) the voting franchise for,the Sabbatical Trustees identified in the agreement.<sup>4</sup>
- 2.3 Regulations may provide for such other matters as may be necessary to give further effect to the Bye-Laws.
- 2.4 Council may publish Regulations as
  - (a) a single set of Regulations, or
  - (b) more than one set of Regulations.<sup>5</sup>

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<sup>2</sup> This document sets out the text of Oxford SU's current Bye-Laws (originally made on 27 April 2016) as amended up to the end of Michaelmas Term 2017.

<sup>3</sup> Words or phrases in these Bye-Laws with capital letters are defined either in Article 53 or Schedule One (with very few exceptions). Each 'section' of a set of Bye-Laws (eg 3.6) is properly called a Bye-Law.

<sup>4</sup> Currently, there is an Article 14.2 agreement restricting the franchise for the Vice-President (Women), which extends to the eligibility of candidates for Vice-President (Women) and Vice-President (Graduates). Regulations do not cover every type of Oxford SU election, for example Council elections.

<sup>5</sup> For instance, this provision allows Regulations to be split between subjects.

**3 Amendment procedure**

- 3.1 In Bye-Laws 3.2 to 3.8, a reference to a proposal to amend Bye-Laws or Regulations
- (a) includes a proposal to make new provisions or to repeal current provisions, and
  - (b) is (unless the context otherwise requires) to the proposal after all proceedings to amend the proposal have been concluded.

The following table summarises the procedure for consultation and approval.

Step	Bye-Laws	Regulations
1a Pre-approval consultation Board	Yes: Bye-Law 3.3(a)	Yes: Bye-Law 3.3(a)
1b Pre-approval consultation University	Yes but only on elections: Bye-Law 3.3(b)	Yes but only on elections: Bye-Law 3.3(b)
2 Council approval / Referendum	Yes: Bye-Law 3.4	Yes: Bye-Law 3.5
3a Trustees further approval	Yes: Article 11.2 / Bye-Law 3.6(a)(ii)	No: Bye-Law 3.6(b)
3b University further approval	Yes but only on elections: Bye-Law 3.6(a)(i)	Yes but only on elections: Bye-Law 3.6(b)

- 3.2 Council must not consider any proposal to amend Bye-Laws or Regulations unless
- (a) the proposal includes a statement of what is to be achieved and, where appropriate, draft wording for any textual amendment,
  - (b) the Steering Committee is satisfied that what is to be achieved is lawful, and
  - (c) that committee ensures that any draft wording
    - (i) is consistent in style and format with current Bye-Laws or Regulations (as the case may be), and
    - (ii) where appropriate, includes text for any consequential amendments.
- 3.3 The Steering Committee must consult
- (a) the Board on any proposal to amend Bye-Laws or Regulations, and
  - (b) the University on any proposal to amend Bye-Laws or Regulations where the proposal relates to elections.
- 3.4 A proposal to amend Bye-Laws must be approved either by Council or by Referendum (called by Council). Approval by Council consists of
- (a) approval at a First Reading, at an Ordinary Meeting of Council, by a two-thirds majority vote, followed by
  - (b) approval at a Final Reading, at a later Ordinary Meeting of Council in the same Term, by a two-thirds majority vote.

- 3.5 A proposal to amend Regulations must be approved either by Council or by Referendum (called by Council). Approval by Council consists of
- (a) approval at a First Reading, at an Ordinary Meeting of Council, by a simple majority vote, followed by
  - (b) approval at a Final Reading, at a later Ordinary Meeting of Council in the same Term, by a two-thirds majority vote.
- 3.6 The following applies to a proposal to amend which has been approved at a Final Reading or by Referendum. Where the proposal was to amend
- (a) Bye-Laws, the President must send the amended Bye-Laws for further approval
    - (i) of those Bye-Laws (if any) relating to elections, to the University, and
    - (ii) in all cases, to the Board.
  - (b) Regulations relating to elections, the President must send the amended Regulations for further approval to the University.<sup>6</sup>
- 3.7 Except where Bye-Law 3.8 applies, Bye-Laws and Regulations take effect
- (a) as provided in the Bye-Laws or Regulations (as the case may be), or
  - (b) if there is no provision, on a day appointed by Council; different days may be appointed for different provisions or purposes.<sup>7</sup>
- 3.8 Where a proposal to amend Bye-Laws or Regulations was in relation to elections, the amendment or new provision does not affect the conduct of any Annual Election or By-election held in the same Term.<sup>8</sup>

## **Elections and Referenda**

### **4 Elections**

- 4.1 Regulations must provide for the calling, holding, conduct and results of Annual Elections and By-elections.
- 4.2 Annual Elections comprise the following elections:
- (a) one election for each of the offices of Sabbatical Trustee,
  - (b) one election for all Student Trustees together, and
  - (c) one election for all Delegates together.

A reference in these Bye-Laws and in Regulations to an Annual Election, in the singular, is a reference to one of the elections under (a) to (c).

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<sup>6</sup> See Article 11.2. Where provisions do not relate to elections, Bye-Laws do not require further approval from the University, and Regulations do not require any further approval.

<sup>7</sup> Bye-Laws and Regulations may provide that they are to take effect on a specific date. That date cannot, however, be before final approval under Bye-Law 3.6: and see Bye-Law 3.8.

<sup>8</sup> By-elections are held to fill vacancies between Annual Elections: see paragraph 5 of Schedule One.

- 4.3 Each Annual Election must be held once in each Academic Year as provided for in Regulations. Those Regulations may provide for
- (a) different Annual Elections to be held at different times, and
  - (b) more than one Annual Election to be held at the same time.<sup>9</sup>
- 4.4 A By-election comprises a single election for each vacancy
- (a) required to be filled by a By-election under Bye-Law 24.2, and
  - (b) as a Delegate.
- Council must give notice of a vacancy to all Student Members as soon as it arises. More than one By-election may be held at the same time.<sup>10</sup>
- 4.5 Except as provided in Article 14.2, all Student Members are entitled to vote in an Annual Election or a By-election.<sup>11</sup>
- 4.6 All Annual Elections and By-elections must be conducted by secret ballot.

## **5 Responsibilities of Delegates**

- 5.1 The President must publish the agenda for the annual, national or other conference of each external organisation to which Oxford SU is affiliated.<sup>12</sup>
- 5.2 Except where Bye-Law 5.3 applies, a Delegate must vote and (where permitted) speak in line with relevant Oxford SU Policy on an agenda item at a conference to which Bye-Law 5.1 applies.
- 5.3 Bye-Law 5.2 does not apply where a Delegate has explicitly stated their voting intentions in an election manifesto.
- 5.4 The President must make a written report to Council immediately following a conference to which Bye-Law 5.1 applies, having consulted each Delegate present at the conference. The report must deal with the matters set out in Bye-Laws 5.2 and 5.3.

## **6 Referenda**

- 6.1 Regulations must provide for the calling, holding, conduct and results of Referenda.<sup>13</sup>

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<sup>9</sup> From 2017, Annual Elections are held each Hilary Term. (This Bye-Law was amended in TT 2016.)

<sup>10</sup> As an example, there could be three By-elections held at the same time if there are three vacancies to fill. Bye-Law 24.2 deals with Board vacancies. (This Bye-Law was amended in TT 2016.)

<sup>11</sup> Article 14.2 provides for certain franchise restrictions: see also section 22(2)(d)(e) of the 1994 Act.

<sup>12</sup> In the case of the national conference of the NUS, the President also circulates the 'Policy Proposal' document for consultation.

- 6.2 Each Referendum must be concerned with a single issue.<sup>14</sup>
- 6.3 Except where Bye-Law 6.4 applies, the result of an effective Referendum is binding on Council and, subject to Article 23.4, the Board. For the avoidance of doubt, this Bye-Law applies to a Referendum called under Article 20.1(b) or 23.2, or under Bye-Laws 3.4, 3.5 or 28.4.<sup>15</sup>
- 6.4 When calling a Referendum
- (a) under Article 12.1(a)(i), the Board, or
  - (b) under Article 12.1(a)(ii), Council,
- may decide that its result shall be advisory and not binding on Council, the Board or either.<sup>16</sup>
- 6.5 For the purposes of a Referendum called under Article 12.1(b), the percentage is 5% and the time interval is one year.<sup>17</sup>
- 6.6 The Chief Executive Officer must approve a secure electronic system for Student Members to sign a petition under Article 12.1(a)(iv). In so approving, the Chief Executive Officer must be satisfied that the system provides for
- (a) electronic signature and counting,
  - (b) a person entitled to sign a petition, being able to sign only once, and
  - (c) system access to be restricted to the Chief Executive Officer, and any person authorised by the Chief Executive Officer.
- 6.7 In the event that the approved system cannot be used, the Chief Executive Officer must organise an alternative secure system. If necessary, this may be a manual system.<sup>18</sup>
- 7 Returning Officer and Elections Committee<sup>19</sup>**
- 7.1 There must be a Student Member as Returning Officer who has responsibility for:
- (a) Annual Elections,

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<sup>13</sup> A Referendum takes the form of a secret ballot: see the definition in Article 53.1. Article 12.3 requires at least 100 Student Members to vote in a Referendum for the result to be effective. If this threshold is not met, the position before voting is maintained.

<sup>14</sup> There may be one or more questions on each issue in the same Referendum.

<sup>15</sup> And see Bye-Law 14.1(b)(c). Bye-Laws 3.4 and 3.5 deal with amending Bye-Laws and Regulations, Bye-Law 28.4 is related to Motions of No Confidence.

<sup>16</sup> Advisory Referenda are the successors to indicative polls. Note that no Referendum called by common rooms or Student Members will be advisory.

<sup>17</sup> Article 12.1(b) provides for a 'continued affiliation' Referendum to an External Organisation. Bye-Law 6.5 confirms the 5% threshold in the Article and provides that no two Referenda may be held less than one year apart.

<sup>18</sup> There are currently no further conditions: see Article 12.1(a)(iv).

<sup>19</sup> Bye-Laws 7 and 8 were amended in MT 2017

- (b) By-elections,
- (c) Referenda,
- (d) Elections in Council, and
- (e) such other elections as Council may from time to time decide.

7.2 Regulations must provide for the election, period of office, duties and powers of the Returning Officer; including appointment without an election, the filling of a vacancy, and removal from office.

7.3 The Chief Executive Officer must appoint an Oxford SU employee (other than a Sabbatical Trustee) as Deputy Returning Officer to have operational responsibility of Annual Elections, By-elections and Referenda.<sup>20</sup>

7.4 At any time, the Returning Officer may authorise the Deputy Returning Officer to carry out one or more of the Returning Officer's functions in relation to an election or Referendum. The authority must not include any of the Returning Officer's functions under Bye-Law 1.2 (interpretation) or in connection with the consideration and determination of complaints.<sup>21</sup> Any decision or action taken under the authority is as valid as if it was taken by the Returning Officer.

7.5 There must be an Elections Committee to assist in the conduct of Annual Elections and By-elections.<sup>22</sup> The members of the Elections Committee are

- (a) the Returning Officer, (as chair),
- (b) the Deputy Returning Officer, and
- (c) up to three Student Members (who are not candidates at an Annual Election or By-election) appointed by Council.

The Elections Committee must determine its procedure.

7.6 The Returning Officer, Deputy Returning Officer and the Elections Committee must act impartially, and to ensure that any election or Referendum is fairly and properly conducted.<sup>23</sup> Specifically, the Returning Officer must ensure equality of treatment between campaigns in a Referendum.

## **8 Complaints**

8.1 A Student Member may make a complaint in relation to the calling, holding, or conduct (but not the result) of an Annual Election, By-election or a Referendum. A Student Member must

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<sup>20</sup> The Deputy Returning Officer will usually be Oxford SU's democratic support officer.

<sup>21</sup> The authority may include the power to make directions under Regulations.

<sup>22</sup> The Committee has no formal function with other elections or Referenda.

<sup>23</sup> The phrase 'fairly and properly conducted' comes from the Education Act 1994.

not make a complaint under this Bye-Law about the lawfulness of any Bye-Law or Regulation.<sup>24</sup>

- 8.2 Regulations must provide for
- (a) the determination of complaints, and
  - (b) such procedural and other matters as are necessary to ensure that a complaint can be dealt with promptly and fairly.<sup>25</sup>
- 8.3 The Returning Officer has jurisdiction to consider and determine a complaint in accordance with Regulations.
- 8.4 There must be an External Appeals Officer who has jurisdiction to consider and determine a complaint (or an appeal) in accordance with Regulations.
- 8.5 The External Appeals Officer must
- (a) not be a Student Member, Trustee or Oxford SU employee, and
  - (b) have appropriate experience of
    - (i) students' unions,
    - (ii) running elections, and
    - (iii) handling complaints.
- 8.6 The External Appeals Officer must be appointed by the Board in accordance with a procedure established for that purpose by the Board. The procedure must include provision for
- (a) Council to ratify the appointment,
  - (b) the period of office to be served by the External Appeals Officer, and
  - (c) the removal of the External Appeals Officer from office.
- 8.7 The Returning Officer and External Appeals Officer must determine complaints in a manner which ensures that they (and any appeals) are dealt with promptly and fairly; and, in particular, that any person against whom an allegation is made is afforded a reasonable opportunity of being heard and to make written representations.

### **Council, Council's Executive and Oxford SU Policy**

#### **9 Council**

- 9.1 The members of Council are
- (a) the Chair of Council,
  - (b) the Sabbatical Trustees,
  - (c) representatives of Constituent Organisations,

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<sup>24</sup> Such a complaint may be made under Oxford SU's complaints procedure: see Bye-Law 36.1.

<sup>25</sup> The phrase 'promptly and fairly' comes from the Education Act 1994.

- (d) representatives of Oxford SU Campaigns and of *Raise & Give*, and
- (e) Divisional Board Representatives.<sup>26</sup>

9.2 The following provides for certain members of Council.

- (a) Under Bye-Law 9.1(c),
  - (i) a representative must be selected in a democratic manner in accordance with the constitution of the relevant Constituent Organisation,
  - (ii) except where sub-paragraph (iii) applies, each Constituent Organisation is represented by its president (or the president's nominee) and two other members, and
  - (iii) in a College with a single Constituent Organisation (representing both undergraduates and Graduates), that organisation is represented by its president (or the president's nominee) and four other members.<sup>27</sup>

In this paragraph, a reference to a president includes a reference to an equivalent office.

- (b) Under Bye-Law 9.1(d), except where paragraph (c) applies, each Oxford SU Campaign and *Raise & Give* must appoint one representative.
- (c) The following Oxford SU Campaigns must appoint three representatives each
  - (i) Campaign for Racial Awareness and Equality,
  - (ii) LGBTQ Campaign,
  - (iii) Oxford Students' Disability Community, and
  - (iv) Women's Campaign.
- (d) Under Bye-Law 9.1(e), Council must appoint as Divisional Board Representatives,
  - (i) four Student Members who are undergraduates, and
  - (ii) four Student Members who are Graduates,and provide each representative with a statement of their responsibilities.<sup>28</sup>

9.3 The following provides for voting by members in Council.

- (a) The Chair of Council does not have a vote, other than a casting vote in the event of a tie.
- (b) All other members (whether Sabbatical Trustees or members under Bye-Law 9.2) have one vote each.

9.4 Council may establish, regulate and wind up procedural or advisory committees.

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<sup>26</sup> Constituent Organisations are common rooms and, with Divisional Board Representatives, are defined in paragraph 5 of Schedule One.

<sup>27</sup> Graduate is defined in paragraph 5 of Schedule One.

<sup>28</sup> Appoint includes elect or otherwise select: see paragraph 2 of Schedule One.

- 9.5 The Steering Committee has particular responsibility for compiling the agenda for Council meetings, and considering proposals relating to Oxford SU's governing documents. Its members are the Chair of Council, the Returning Officer, the President and two Student Members (other than a member of the Executive).
- 9.6 The Scrutiny Committee has particular responsibility for scrutinising the work of the Sabbatical Trustees. Its members are two Student Members (other than a member of the Executive).<sup>29</sup>
- 9.7 Council may from time to time make, repeal or amend Rules relating to Council's functions and the proceedings and procedure of Council, its meetings and its committees.
- 9.8 The Chair of Council's responsibilities include the proper functioning of Council, ensuring democratic debate and maintaining good order.
- 9.9 The quorum for meetings of Council is 35 Council members.

## **10 Scrutiny of Sabbatical Trustees**

- 10.1 Council must hold each Sabbatical Trustee to account, and scrutinise their activities, through
- (a) questions at Council meetings, and
  - (b) termly reports to Council from the Scrutiny Committee.<sup>30</sup>
- 10.2 The Scrutiny Committee may require a Sabbatical Trustee to supply it with such documents as the committee may reasonably require. A document may be edited before submission to ensure confidentiality.
- 10.3 A Sabbatical Trustee, in consultation with the Scrutiny Committee, must attend one or more meetings as the committee may reasonably require.
- 10.4 Council must from time to time provide the Scrutiny Committee with guidance on the exercise of the committee's responsibilities.

## **11 Budget and accounts**

- 11.1 The Finance Committee must send to Council
- (a) each proposed Oxford SU budget, on which Council may make recommendations to the Committee, and
  - (b) Oxford SU's audited accounts, annually, for information.<sup>31</sup>

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<sup>29</sup> This Bye-Law was amended in MT 2016.

<sup>30</sup> See Bye-Law 9.6. Bye-Laws 10.2 and 10.3 were amended in MT 2016.

## 12 External affiliations

- 12.1 Oxford SU may only affiliate to an External Organisation following a Council or Referendum decision to that effect.<sup>32</sup>

## 13 Council's Executive

- 13.1 The members of the Executive are

- (a) the Sabbatical Trustees,
- (b) a representative of each Oxford SU Campaign and of *Raise & Give*, and
- (c) two Constituent Organisation representatives.

The President is the chair.<sup>33</sup>

- 13.2 Under Bye-Law 13.1(b), the representative must be

- (a) with Council's agreement, a Student Member elected by the Oxford SU Campaign or by *Raise & Give* in accordance with their constitution, or
- (b) the chair (or one of the co-chairs) of the Oxford SU Campaign or of *Raise & Give*.<sup>34</sup>

- 13.3 Under Bye-Law 13.1(c),

- (a) the two representatives, and those appointing them under paragraphs (b) and (c), must all be Constituent Organisation presidents (or their equivalent),
- (b) one representative must be an undergraduate appointed by undergraduates, and
- (c) the other representative must be a Graduate appointed by Graduates.<sup>35</sup>

## 14 Making Oxford SU Policy

- 14.1 Oxford SU Policy comprises

- (a) resolutions or decisions of Council
  - (i) about policy or campaigning,
  - (ii) mandating Sabbatical Trustees and others, and
  - (iii) concerning Oxford SU governance,
 declared by Council to be Oxford SU Policy,
- (b) the results of effective Referenda called under Article 12.1(a) (i) or (ii) which are binding under Bye-Law 6.3,
- (c) the results of effective Referenda called under Article 12.1(a) (iii) or (iv), and

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<sup>31</sup> In addition, Article 38.3 requires Council to be sent: Oxford SU's statutory annual report, a summary of the annual impact report to the University, and the statutory information relating to external affiliations. See Bye-Laws 29.1 to 29.4 for the Finance Committee.

<sup>32</sup> An External Organisation is defined in paragraph 5 of Schedule One.

<sup>33</sup> A member of the Executive (other than a Sabbatical Trustee) is subject to a Motion of No Confidence under Bye-Law 28.1 which, if successful, will result in removal from the Executive: and see Bye-Law 28.2(a).

<sup>34</sup> See Bye-Laws 34.6 and 35.1 for provisions covering constitutions.

<sup>35</sup> Appoint includes elect or otherwise select: see paragraph 2 of Schedule One.

- (d) decisions of the Executive under Bye-Law 14.2.

14.2 The Executive may make Oxford SU Policy when at least two-thirds of its total membership decides that the need for prompt action so requires. Oxford SU Policy made by the Executive lapses at the next Council meeting unless ratified by Council at that meeting.

14.3 At least once in each Academic Year, the Chair of Council must publish Oxford SU Policy current at the date of publication.<sup>36</sup>

## 15 Validity and effect of Oxford SU Policy

15.1 Oxford SU policy, once made, is valid and of immediate effect.

15.2 The following provides for the duration of the validity of Oxford SU Policy.

- (a) Oxford SU Policy is valid and effective for the remainder of the Academic Year in which it is made, amended, or renewed under paragraph (b), and for the three subsequent Academic Years ('the period of validity'), unless cancelled during the period of validity.<sup>37</sup>
- (b) Oxford SU Policy (however made) lapses at the end of the period of validity unless renewed by Council in the final Term of that period.
- (c) The Chair of Council must inform Student Members of Oxford SU Policy which is due to lapse no later than the start of that final Term.

15.3 The following are not required to observe Oxford SU Policy:

- (a) the following Oxford SU Campaigns:
  - (i) Campaign for Racial Awareness and Equality,
  - (ii) LGBTQ Campaign,
  - (iii) Oxford Students' Disability Community, and
  - (iv) Women's Campaign;
- (b) the Media Services, and<sup>38</sup>
  - (i) the editor of *The Oxford Student* newspaper,<sup>39</sup>
  - (ii) the online editor of *The Oxford Student* website, and
  - (iii) the station manager of *Oxide Radio*; and
- (c) any Oxford SU employee (other than a Sabbatical Trustee).

<sup>36</sup> Oxford SU publishes an annual 'Policy Book' which includes all the current Oxford SU Policy.

<sup>37</sup> This paragraph means that the 'Three Years plus' period of validity starts again in the event of an amendment or renewal (but not Council ratification under Bye-Law 14.2). Renewed Oxford SU Policy can continue indefinitely if renewed continuously.

<sup>38</sup> These are *the Oxford Student* and *Oxide Radio*: paragraph 5 of Schedule One.

<sup>39</sup> There are usually two joint editors each Term.

## Membership

### **16 Removal of membership<sup>40</sup>**

- 16.1 To pass a resolution removing a Student Member from membership under Article 7.1(c),
- (a) Council must be satisfied that the Student Member's continued membership is harmful to, or is likely to become harmful to, Oxford SU's interests, and
  - (b) at least three-quarters of those voting in Council vote in favour of the resolution.

### **17 Suspension of membership**

- 17.1 To pass a resolution suspending a Student Member from membership under Article 7.2,
- (a) Council must be satisfied that the Student Member's conduct is prejudicial to Oxford SU's interests, and
  - (b) at least two-thirds of those voting in Council vote in favour of the resolution.
- 17.2 The period of suspension in a resolution passed by Council under Bye-Law 17.1 must not exceed one Term.<sup>41</sup>

### **18 Associate Members**

- 18.1 A person included in a class of associate membership established by the Board under Article 8.1, and who is not a Student, is an Associate Member. Classes are:
- (a) persons admitted by the University to
    - (i) the *Register of Visiting Students*, or
    - (ii) the *Register of Recognised Students*,
  - (b) persons studying for a certificate or diploma of the University, and
  - (c) such other classes as the Board (having consulted the University) may establish.<sup>42</sup>
- 18.2 An Associate Member ceases to be an Associate Member,
- (a) when they are no longer included in a class referred to in Bye-Law 18.1,
  - (b) on removal of associate membership under Bye-Law 18.3, or
  - (c) on giving notice to Oxford SU requesting withdrawal of associate membership.
- 18.3 The Board may remove an Associate Member from associate membership in the same manner, and subject to the same requirements, as Council may remove a Student Member

<sup>40</sup> Article 7.3 provides the Student Member with a right to reply. Article 7.4 provides that neither the power to remove nor the power to suspend membership applies to Trustees.

<sup>41</sup> Neither Article 7.2 nor these Bye-Laws prevent a further period of suspension under a new resolution.

<sup>42</sup> Article 8.1 requires Bye-Laws to provide for admission and removal. There are, in fact, no formal admission requirements and qualifying persons automatically become Associate Members of Oxford SU. Student is defined in Article 53.1. (Bye-Laws 18.1 and 18.2 were amended in TT 2016.)

from membership under Article 7.1(c) and Bye-Law 16.1, on the ground that continued associate membership is harmful to, or is likely to become harmful to, Oxford SU's interests.<sup>43</sup>

- 18.4 An Associate Member has such rights and obligations as the Board may from time to time decide. Those rights must not include the right to vote or participate in any election, Referendum or other decision-making process.

## **19 General meeting poll**

- 19.1 For the purposes of Article 51.1, a poll on a resolution may be demanded
- (a) in advance of the general meeting where it is to be put to the vote, or
  - (b) at a general meeting, either before a show of hands on that resolution, or immediately after the result of a show of hands on that resolution is declared.
- 19.2 A poll may be demanded by
- (a) the chair of the general meeting,
  - (b) two or more persons having the right to vote on the resolution, or
  - (c) any person who, by virtue of being appointed proxy for one or more Student Members having the right to vote at the meeting, holds two or more votes.
- 19.3 A demand for a poll may be withdrawn if
- (a) the poll has not yet been taken, and
  - (b) the chair of the general meeting consents to the withdrawal.
- 19.4 Polls must be taken immediately and in a manner directed by the chair of the general meeting.

## **Trustees**<sup>44</sup>

### **20 Sabbatical Trustees**

- 20.1 There are six Sabbatical Trustees, namely the President and the
- (a) Vice-President (Access and Academic Affairs),
  - (b) Vice-President (Charities and Community),
  - (c) Vice-President (Graduates),
  - (d) Vice-President (Welfare and Equal Opportunities), and
  - (e) Vice-President (Women).
- 20.2 A Sabbatical Trustee elected at
- (a) Annual Elections serves in office from the start of 10<sup>th</sup> Week of Trinity Term following election to the end of 9<sup>th</sup> Week of Trinity Term in the following Academic Year.

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<sup>43</sup> Article 7.3 can, therefore, be relied by the Associate Member to make representations. There is no power to suspend an Associate Member.

<sup>44</sup> Articles 19 to 22 provide for the suspension, removal etc of Trustees and Article 18 for filling vacancies.

- (b) a By-election serves for the remaining portion of the term of office of the Sabbatical Trustee whose vacancy is being filled.

For the purposes of (b), one or more vacancies are deemed to have occurred when not all the required Sabbatical Trustees are elected at Annual Elections.<sup>45</sup>

## **21 Sabbatical Trustee Remits**

### **21.1 Each Sabbatical Trustee**

- (a) is directly accountable to Council for the discharge of their Remit, and
- (b) must discharge their Remit consistently with any current strategy, business plan, or policy agreed by the Board.

21.2 Council must set the Remit of each Sabbatical Trustee on a motion approved by a two-thirds majority vote.

21.3 Council may from time to time amend the Remit of each Sabbatical Trustee on a motion approved by a two-thirds majority vote.

21.4 In setting a Remit under Bye-Law 21.2, or amending it under Bye-Law 21.3, Council must act consistently with any current strategy, business plan, or policy agreed by the Board.

## **22 Student Trustees**

### **22.1 A Student Trustee elected at**

- (a) Annual Elections serves in office from the start of 9<sup>th</sup> Week of the Term in which the election was held to the end of 8<sup>th</sup> Week of the same Term in the following Academic Year.
- (b) a By-election serves for the remaining portion of the term of office of the Student Trustee whose vacancy is being filled.

For the purposes of (b), one or more vacancies are deemed to have occurred when not all the required Student Trustees are elected at Annual Elections.

## **23 External Trustees**

23.1 An External Trustee's term of office (whether the first or second term) commences on election.<sup>46</sup>

### **23.2 The Nominations Committee members are**

- (a) a Sabbatical Trustee (as chair),
- (b) a second Sabbatical Trustee,

<sup>45</sup> The reference to 'required' here and in Bye-Law 22.1 is to the number decided from time to time by the Board.

<sup>46</sup> This will be the date of the Council meeting at which the Trustee is elected.

- (c) an External Trustee,
- (d) a member of the Executive (other than a Sabbatical Trustee),
- (e) two Student Members (other than a member of the Executive), and
- (f) the Registrar of the University (or nominee).

23.3 The members of the Nominations Committee under Bye-Law 23.2(a) to (c) must be appointed by the Board, under Bye-Law 23.3(d) by the Executive, and under Bye-Law 23.2(e) by Council.

23.4 The Nominations Committee must from time to time determine

- (a) the criteria against which potential nominees for External Trustee must be considered, and
- (b) the procedure for identifying potential nominees.

23.5 For each vacancy, or future vacancy, the Nominations Committee must follow the procedure under Bye-Law 23.4(b). It must then identify and put forward to Council a nominee to fill the vacancy, or future vacancy.<sup>47</sup>

23.6 The Nominations Committee may act without holding a meeting. A determination or decision is valid and effective if

- (a) in the reasonable opinion of the Nominations Committee members, it is unable to meet within a reasonable time, and
- (b) members have had a reasonable opportunity to communicate their views on the matter to each other.

23.7 Except where Bye-Law 23.8 applies, a nominee put forward under Bye-Law 23.5 is elected by a simple majority vote of Council.

23.8 If Council does not approve the nominee put forward under Bye-Law 23.5, the Nominations Committee must put forward two nominees (one of whom may be the nominee not approved). Council must then decide between the nominees and elect by a simple majority vote.

### **Board vacancies and chair**

#### **24 Vacancies<sup>48</sup>**

24.1 Bye-Laws 24.2 and 24.3 apply to the filling of a vacancy as

- (a) Sabbatical Trustee,

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<sup>47</sup> The reference to a future vacancy allows the committee to begin work, and, if thought fit, put forward a nominee to Council, before an External Trustee leaves office.

<sup>48</sup> For External Trustee vacancies see Article 16 and Bye-Laws 23.4 to 23.8, and for Delegates see Bye-Law 4.4.

- (b) Sabbatical Trustee-elect, and
  - (c) Student Trustee,
- including any vacancy arising as a result of the provisions of Bye-Laws 20.2 or 22.1, or where Regulations provide for a re-open nominations option.<sup>49</sup>

24.2 Except where Bye-Law 24.3 applies, Council must make arrangements for the vacancy to be filled at a By-election.<sup>50</sup>

24.3 Where a vacancy arises more than half-way through the term of office of a Sabbatical Trustee or Student Trustee, Council and the Board (acting jointly) may decide to keep the vacancy open and not call a By-election.<sup>51</sup>

## 25 Co-option

25.1 Where the Board co-opts a Trustee under Article 18.2, the co-opted Trustee holds office for

- (a) the period of time until the close of the election called to fill the vacancy, or
- (b) the remaining portion of the term of office of the Trustee whose vacancy is being filled,

whichever is the shorter. In this Bye-Law, election means a By-election (to fill a Sabbatical Trustee or Student Trustee vacancy), or Council election (to fill an External Trustee vacancy).<sup>52</sup>

## 26 Eligibility for election

26.1 In accordance with Articles 14 to 16 and 18, and for the avoidance of doubt,

- (a) a Sabbatical Trustee elected at a By-election is not eligible to stand again for election as a Sabbatical Trustee,
- (b) a co-opted Sabbatical Trustee is eligible to stand for election as a Sabbatical Trustee,
- (c) a Student Trustee elected at a By-election (for a first term of office) is eligible to stand for election (for a second term of office) as a Student Trustee,
- (d) a Student Trustee elected at a By-election (for a second term of office) is not eligible stand again for election as a Student Trustee,
- (e) a co-opted Student Trustee is eligible to stand for election as a Student Trustee (for a first or second term, as appropriate), and
- (f) a co-opted External Trustee is eligible to be nominated for election as an External Trustee (for a first or second term, as appropriate).

<sup>49</sup> The Bye-Law references are to vacancies and deemed vacancies in the offices of Sabbatical Trustee or Student Trustee. A re-open nominations option may lead to a deemed vacancy.

<sup>50</sup> See the definition of By-election in paragraph 5 of Schedule One.

<sup>51</sup> Co-option is likely following such a decision, and will be required if the number of paid Trustees exceeds the limit set out in Article 44.3(c)(iii). Note that this Bye-Law does not apply to Sabbatical Trustees-elect.

<sup>52</sup> Article 18.3(a) limits co-option to one year. See Bye-Laws 23.4 to 23.8 for the election of External Trustees.

**27 Board chair and deputy chair**

27.1 The Board must appoint

- (a) a Sabbatical Trustee as its chair, and
- (b) a Student Trustee or an External Trustee as its deputy chair, as soon as there is a vacancy.<sup>53</sup>

27.2 The Board may at any time, by a majority vote of the other Trustees, remove a chair or deputy chair from that position.

27.3 The chair and deputy chair serve until

- (a) ceasing to be a Trustee, or
- (b) removal as chair or deputy chair (as the case may be) under Bye-Law 27.2, whichever is the sooner.

**Motions of No Confidence**<sup>54</sup>**28 Motions of No Confidence**

28.1 In Bye-Laws 28.2 to 28.6, a Motion of No Confidence means

- (a) a proposal to remove from office any of the following:
  - (i) a Sabbatical Trustee-elect,
  - (ii) a member of the Executive under Bye-Law 13.1 (b) or (c),
  - (iii) the Chair of Council,
  - (iv) the Returning Officer, or
  - (v) any other elected officer of Council, or
- (b) a proposal to remove from committee membership any Student Member appointed by Council to serve on any committee.<sup>55</sup>

28.2 For the avoidance of doubt,

- (a) removal from office or committee membership under Bye-Law 28.1 does not affect the holding of any other office or position by the same person, and
- (b) Bye-Laws 28.1 to 28.6 do not apply to any Oxford SU employee.<sup>56</sup>

28.3 Any Student Member may submit a Motion of No Confidence. The Motion must include a reasoned statement, and be submitted to and considered by Council.

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<sup>53</sup> This Bye-Law was amended in TT 2016.

<sup>54</sup> Bye-Law 28 does not cover motions of no confidence in Trustees: see Article 20.

<sup>55</sup> See paragraph 2 of Schedule One for the meaning of appointed.

<sup>56</sup> For example under Bye-Law 28.2(a), removal of an Oxford SU Campaign chair from membership of the Executive does not remove that person from being chair of the campaign: as to which see Bye-Laws 34.7 to 34.10.

- 28.4 A Motion of No Confidence in a Sabbatical Trustee-elect must be passed, by a two-thirds majority vote, in each of two successive Ordinary Meetings of Council, followed by ratification of that vote, by a simple majority vote, in a Referendum (called by Council).
- 28.5 Only a Student Member who is a woman may vote in a Referendum to remove the Vice-President (Women)-elect from office.<sup>57</sup>
- 28.6 Except where Bye-Law 28.4 applies, a Motion of No Confidence must be passed, by a two-thirds majority vote, in an Ordinary Meeting of Council.

### **Board Committees**

#### **29 Finance Committee<sup>58</sup>**

29.1 The Finance Committee members are

- (a) an External Trustee (as chair),
- (b) the President,
- (c) another Sabbatical Trustee,
- (d) a Student Trustee, and
- (e) if the Finance Committee so decides, a Student Member.

The members of the Finance Committee under (c), (d) and (e) of this Bye-Law must be appointed by the Board.<sup>59</sup>

29.2 The Chief Executive Officer is entitled to attend, but not vote at, each meeting of the Finance Committee.

29.3 The Finance Committee is the remuneration committee for Oxford SU and must agree a remuneration policy with the Board.

29.4 The Finance Committee must establish a process for the proper authorisation of expenditure from Oxford SU funds. The process must provide for payments permitted under Articles 44.2 and 44.3 to be authorised by the Finance Committee.<sup>60</sup>

#### **30 Other committees**

30.1 The Board may establish other Board Committees as it sees fit.<sup>61</sup>

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<sup>57</sup> Bye-Law 28.5 does not restrict the voting franchise in Council. A woman has a particular meaning in these Bye-Laws: see paragraph 3 of Schedule One.

<sup>58</sup> This Bye-Law was amended in MT 2017.

<sup>59</sup> The Board may request a recommendation from the Finance Committee for the appointment under 29.1(e)

<sup>60</sup> Articles 44.2 and 44.3 cover payments to Trustees and Members, including remuneration for Sabbatical Trustees.

<sup>61</sup> See Articles 24 and 25.

- 30.2 The Board must use reasonable efforts to ensure that at least one member of each Board Committee (including the Finance Committee) is a Trustee who is a woman.
- 30.3 The Board must approve the terms of reference, membership, and manner of appointment, of each Board Committee. Each Board Committee must determine its procedure, including appointing its chair and the frequency of any meetings.

### **Student Services**

#### **31 Financial support**

- 31.1 The Finance Committee may authorise expenditure from Oxford SU funds to support one or more student services (including a service referred to in Bye-Law 32.1 or 33.1), including a service provided solely by, or jointly with, a third party.

#### **32 Student Advice Service**

- 32.1 The following provides for the governance of Oxford SU's advice service known as the *Student Advice Service*.
- (a) The Chief Executive Officer must ensure that the service has effective governance, including procedures for
- (i) financial reporting and accountability, and
  - (ii) the handling of complaints.
- (b) The *Student Advice Service* manager must present a report on the work of the service to the Board at least once in each Academic Year.

#### **33 Media Services**

- 33.1 The Chief Executive Officer is responsible, and accountable to the Board, for the day-to-day management of the Media Services and their output.<sup>62</sup>
- 33.2 The Media Board has the following membership:
- (a) a Sabbatical Trustee (as chair),
  - (b) a Student Trustee,
  - (c) a representative of the Chief Executive Officer,
  - (d) the editor (or joint editors) of *the Oxford Student*, and
  - (e) the station manager of *Oxide Radio*.
- Media Board members under (a) and (b) must be appointed by the Board.

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<sup>62</sup> Media Services are defined in paragraph 5 of Schedule One as *the Oxford Student* newspaper and website, and *Oxide Radio*. That paragraph also defines the Media Board. (Bye-Laws 33.1 to 33.5 were amended in HT 2017.)

- 33.3 Each member of the Media Board has one vote, except that joint editors, under Bye-Law 33.2(d), have one vote between them. The Media Board must determine its procedure on other matters.
- 33.4 In Bye-Laws 33.5 to 33.7, a post-holder is (as the case may be)
- (a) the editor (or one of joint editors) of *The Oxford Student* newspaper, or
  - (b) the station manager of *Oxide Radio*.
- 33.5 The Media Board's responsibilities are
- (a) the appointment and, if necessary, suspension and removal of each post-holder,
  - (b) to agree a memorandum of understanding between the Chief Executive Officer and each post-holder within seven days of appointment,
  - (c) to provide a procedure for dealing with complaints and disputes arising from the operation of the Media Services,
  - (d) to set out the principles of editorial independence as they apply to the Media Services, post-holders, and others, and
  - (e) such other responsibilities as the Board may from time to time confer on the Media Board.
- 33.6 A memorandum of understanding, under Bye-Law 33.5(b), must include
- (a) the functions and responsibilities of the relevant post-holder,
  - (b) the circumstances which may give rise to the Media Board suspending or removing that post-holder under Bye-Law 33.5(a), and
  - (c) the post-holder's agreement to the terms of the memorandum of understanding, and may include such other matters as the Media Board thinks fit.
- 33.7 The Media Board may require a post-holder to remove content from one or more of the Media Services, before publication or broadcast, which the Media Board considers to be defamatory or otherwise unlawful.

**Oxford SU Campaigns and Raise & Give**

**34 Oxford SU Campaigns<sup>63</sup>**

- 34.1 A Sabbatical Trustee may be the sponsor or a non-elected member of the executive (or both) of no more than five Oxford SU Campaigns at any one time.
- 34.2 Council may establish a new Oxford SU Campaign if it receives
- (a) a proposal from a Sabbatical Trustee sponsor requesting establishment, and
  - (b) a draft constitution which complies with Bye-Law 34.6.

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<sup>63</sup> Paragraph 5 of Schedule One defines an Oxford SU Campaign.

- 34.3 The Sabbatical Trustee sponsor must implement the draft constitution within one month of the campaign's establishment. Implementation includes
- (a) forming an executive in accordance with the draft constitution, and
  - (b) the executive adopting the draft constitution.
- 34.4 Council may wind-up an Oxford SU Campaign at any time, and, unless it grants an extension of time, must wind-up an Oxford SU Campaign which does not comply with Bye-Law 34.3.
- 34.5 An Oxford SU Campaign must have an executive. The executive is collectively responsible, and accountable to Council, for the achievement of the campaign's purpose, and for the campaign's good management. The executive must
- (a) have a majority of elected members (who must be Student Members), and may have one or more non-elected members by virtue of their office,<sup>64</sup>
  - (b) include at least one elected member who is a Graduate,
  - (c) have a chair (or two co-chairs) elected from its members,<sup>65</sup>
  - (d) prepare a budget once a year, in accordance with its constitution, for approval by the Chief Executive Officer; and the executive must only incur expenditure where authorised by the approved budget or the Chief Executive Officer, and
  - (e) report each Term to Council on the campaign's activities and finances.
- 34.6 An Oxford SU Campaign must have a constitution which provides for
- (a) the campaign's name and purpose,
  - (b) the campaign being open to all, or a defined group of, Student Members,
  - (c) the membership of the executive required by Bye-Law 34.5, identifying non-elected members, and providing for the election (including electorate) and resignation of the chair (or co-chairs) and other elected members,
  - (d) all campaign members to be notified of each election under (c) at least two weeks before the vote, specifying the election's timing, location and procedure,<sup>66</sup>
  - (e) the removal of an elected member (including a chair or co-chair) from the executive,<sup>67</sup>
  - (f) the executive's procedures, including meetings, decision-taking, voting, and quorum,
  - (g) procedures for other meetings, including those entitled to attend, decision-taking, voting, and quorum,
  - (h) the executive's powers and responsibilities,

<sup>64</sup> These officers are likely to be Vice-Presidents, and the term *ex officio* is sometimes used in this context: see also Bye-Law 34.6(c). Non-elected members cannot be removed under either Bye-Law 34.6(e) or 34.9.

<sup>65</sup> The chair, or one of the co-chairs, will usually be a member of Council's Executive: see Bye-Law 13.2.

<sup>66</sup> A campaign may co-opt a Student Member for the period up to the election.

<sup>67</sup> Note that Bye-Law 34.7 applies to removal under (e), and that Council has a reserve power to remove in respect of some campaigns under Bye-Law 34.9.

- (j) the preparation of a budget, to include a list of executive members with financial authority,
- (k) provision for the handling of complaints, and
- (l) any other matter which the executive considers appropriate.

Council must approve any amendment to the constitution.

34.7 Under Bye-Law 34.6(e), an elected member must not be removed from the executive unless the member has been given notice, specifying the reasons for the proposed removal, and has been afforded a reasonable opportunity of making oral or written representations.

34.8 Bye-Laws 34.9 and 34.10 apply where an elected member of the executive (including a chair or co-chair) of an Oxford SU Campaign ('the member concerned')

- (a) fails to comply with a provision of the campaign's constitution, or
- (b) acts in a manner which is, or is likely to become, harmful to the interests of that campaign.

34.9 In the case of an Oxford SU Campaign not listed in Bye-Law 34.10, Council may remove the member concerned and appoint a replacement member. Council must not remove the member concerned unless the member has been given notice, specifying the reasons for the proposed removal, and has been afforded a reasonable opportunity of making oral or written representations to Council.<sup>68</sup>

34.10 In the case of the

- (a) Campaign for Racial Awareness and Equality,
- (b) LGBTQ Campaign,
- (c) Oxford Students' Disability Community, or
- (d) Women's Campaign,

Council may direct the executive of the campaign to hold a recall election at which the member concerned may be a candidate.<sup>69</sup>

### 35 **Raise & Give (RAG)**

35.1 Bye-Laws 34.5 to 34.8 apply to Oxford SU's charitable fund-raising organisation known as *Raise & Give*.

35.2 *Raise & Give* must agree an annual programme with Council for

- (a) the raising and distribution of funds, and
- (b) the selection of charities receiving those funds.

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<sup>68</sup> This is a reserve power as removal is likely to be considered first under Bye-Law 34.6(e). Appoint includes elect or otherwise select: see paragraph 2 of Schedule One.

<sup>69</sup> In effect, the member concerned vacates their place on the executive but is able to stand for re-election.

**Complaints****36 Complaints procedure<sup>70</sup>**

- 36.1 The following applies to the complaints procedure required by Article 23.3(e).
- (a) The Board must establish, publish and administer the procedure.
  - (b) The Board must consult the University on the provisions of, and any amendments to, the procedure before publication.
  - (c) The procedure, and any amendments, take effect on publication.
  - (d) The Board must review the procedure at least once in each Academic Year.

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<sup>70</sup> Section 22(2)(m)(n) of the 1994 Act requires Oxford SU to have a complaints procedure.

## Schedule One: Interpretation

### **Interpretation: periods of time**

- 1 A reference in these Bye-Laws, to a Week, in relation to a Term, is to the period of seven days from the beginning of Sunday to the end of the following Saturday.

### **Interpretation: election, appointment, selection etc.**

- 2 Except where expressly stated otherwise or where the context otherwise requires, a reference in these Bye-Laws to a person being appointed (including as a member of a committee or other body) is a reference to that person being elected, appointed or otherwise selected.

### **Interpretation: woman**

- 3 In these Bye-Laws, a reference to a woman is to a person who, wholly or partly, self identifies as a woman or as transfeminine.

### **General Interpretation**

- 4 Words and phrases which are defined in Article 53 have the same meaning in these Bye-Laws as in Article 53.

- 5 In addition,

the 1994 Act ... means the Education Act 1994.

Annual Elections ... means the elections described in Bye-Law 4.2, and a reference to an Annual Election, in the singular, is a reference to one of the elections under (a) to (c) of that Bye-Law.

Articles ... means the Articles of Association (in the Memorandum and Articles), and Article means one of them.

Associate Member ... means a person described in Bye-Law 18.1.

Board Committee ... means a committee of the Board and includes the Finance Committee.

By-election ... means an election, called in accordance with Regulations, to fill a Sabbatical Trustee, Sabbatical Trustee-elect, Student Trustee, or Delegate vacancy arising between two Annual Elections.

Chair of Council ... means a Student Member elected to that office each Term, to hold office for the duration of the subsequent Term.

College ... means a college, society or permanent private hall recognised under Statute V of the University Statutes.

Constituent Organisations ... means those junior common rooms, middle or graduate common rooms, and equivalent organisations of the Colleges which choose to affiliate to Oxford SU, and Constituent Organisation means one of them.

Delegate ... means a delegate to any External Organisation to which Oxford SU is affiliated.

Deputy Returning Officer ... means the person described in Bye-Law 7.3.

Divisional Board Representative ... means a person appointed by Council under Bye-Law 9.2(d) to represent Students on a divisional board or other divisional committee.

Election in Council ... means an election by Council members at a Council meeting.

Elections Committee ... means the committee described in Bye-Law 7.5.

External Appeals Officer ... means the person described in Bye-Laws 8.4 and 8.5.

External Organisation ... means an organisation defined in Section 22(2)(j)-(l) and (8) of the 1994 Act.

Finance Committee ... means the Board Committee described in Bye-Law 29.1.

Graduate ... means any Student Member registered by the University on a postgraduate taught or research programme.

Media Board ... means the board described in Bye-Law 33.2.

Media Services ... means *the Oxford Student* and *Oxide Radio*.<sup>71</sup>

the Memorandum and Articles ... means the Memorandum and Articles of Association of Oxford SU dated 14 July 2010 (as amended on 2 December 2015) and as may be further amended.

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<sup>71</sup> *Oxford Student (The)* and *Oxide Radio* are themselves defined in this paragraph.

a Motion of No Confidence ... means a proposal to remove as defined in Bye-Law 28.1.

Ordinary Meeting ... means a meeting of Council as provided for in Rules.

Oxford SU ... means the company limited by guarantee incorporated on 14 July 2010 as OUSU, the name of which was changed to Oxford University Student Union on 14 September 2010.

Oxford SU Campaign ... means a campaign, campaigning committee, or other association which meets the requirements of Bye-Laws 34.5 and 34.6.

Oxford SU Policy ... means OUSU Policy, as defined in Article 53.1.

*Oxford Student (The)* ... means either

- (a) the Oxford Student newspaper together with its website *oxfordstudent.com*,  
or
- (b) one or other of the newspaper and the website,  
as the context requires.

*Oxide Radio* ... means the student radio service known as Oxide Radio.

President ... means the president of Oxford SU.

Regulations ... means regulations made or amended in accordance with Bye-Laws 2.1 to 3.8.

Remit ... means the policy responsibilities of the officer in question. For the avoidance of doubt, a Sabbatical Trustee's Remit excludes any responsibilities set out in that officer's employment contract.

Returning Officer ... means the person described in Bye-Law 7.1.

Rules ... means rules made by Council under Bye-Law 9.7.

Sabbatical Trustee-elect ... means a person elected to succeed a Sabbatical Trustee then currently in office.

Scrutiny Committee ... means the committee described in Bye-Law 9.6.

Steering Committee ... means the committee described in Bye-Law 9.5.

Term ... means one of the University Terms of Michaelmas, Hilary and Trinity.

Vice-President ... means one of the vice-presidents of Oxford SU listed in Bye-Law 20.1.