

## Council Minutes

*1<sup>st</sup> week Hilary Term 2013*

**1<sup>st</sup> Week Council held on Wednesday 16 January 2013 at 5.30pm in the Moser Theatre, Wadham College. Sign in from 5.15pm.**

**If you have any questions about OUSU Council, please contact David Railton, the Chair, at [motions@ousu.org](mailto:motions@ousu.org)**

- a. Minutes of the Previous Meeting
- b. Matters Arising from the Minutes
- c. Ratifications in Council
- d. Elections in Council
  - Graduate Welfare Officer
  - Health & Welfare Officer
  - LGBTQ Officer
  - Mature Students Officer
  - 2 Positions for Rules Committee
  - 2 Positions for JS(EC)SM
  - 2 Positions for Deputy Returning Officer
  - 4 Positions for Scrutiny Committee
  - 5 positions for Complaints Committee
  - 4 positions for Internal Affairs
- e. Reports from the Sabbatical Officers
- f. Reports from the Executive Officers who wish to make reports
- g. Questions to Members of the Executive
- h. Emergency Motions
- i. Passage of Motions Nem Con
- n. Other Motion
  - 1. Bringing Already Approved Byelaws into Effect
  - 2. Selecting RAG Charities
  - 3. Oxford-Burma Student Exchange
  - 4. Motion to Denounce the Oxford Union Society's Invitation to Julian Assange
- m. Any Other Business

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### **a. Minutes of the Previous Meeting**

No matters arising minutes passed.

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### **d. Elections in Council**

The following positions were elected in OUSU Council of 1<sup>st</sup> week.

**Graduate Welfare Officer** works with the VP (Graduates) and VP (Welfare) to coordinate graduate welfare and aid campaigning initiatives. For more information contact [welfare@ousu.org](mailto:welfare@ousu.org).

No hust required

Kirran Bakhshi (St Peter's) elected.

## **Health & Welfare Officer**

Hust required

### **Jiming Zhu (St Edmund Hall)**

I think I have expertise on welfare issues. I would like to make a stand on Health and Welfare. There is currently too much time between making and getting an appointment for Counselling appointments. Parents neglected for a long time, promote their benefit for work life balance. Knowledge how emergency department works can save lives especially for international students.

### **Kirstie Farnie (Oriol)**

Get involved in better awareness campaigns for mental health; make it a prominent issue through the University. Also Katie started peer support think really good as helps people that don't want to seek help from University. I would also like to get parents involved, think important as if you have a disabled child and send them to University then there are no support networks for the parents although the facilities are there for the children. Regular email based system of informing students about what health and welfare campaigns are going on. Would like to make it more important so that health and welfare at forefront of peoples mind.

### **Suzanne Holsomback (GTC)**

How would you work with students with caring responsibilities?

### **Kirstie Farnie (Oriol)**

Important to support and ensure they feel connected with people make friends with as well as person at home. Would like University to be aware and progress systems that would help them, so that felt supported.

### **Jiming Zhu (St Edmund Hall)**

Student parent myself good position to communicate with them and have suffered how they suffer. Want to motivate more funding for nursery, if you put forward your child to nursery £750 a month, or external nursery outside £1000. University should provide more accommodation want to promote communication amongst.

### **Katie Colliver (Univ)**

Hope both of you have heard about Mind your head campaign, what would you like them to do to raise awareness?

### **Jiming Zhu (St Edmund Hall)**

Would like to promote it to International students as feel vulnerable,

### **Kirstie Farnie (Oriol)**

Have heard of, which is important, but it needs more advertising. Important that people are managing to keep it together, prominent members of University giving support, so recognise people who are suffering so people can talk about.

### **Beth Hanson-Jones (St Hugh's)**

What experience do you feel you have in this role?

### **Kirstie Farnie (Oriol)**

Peer support member at school, made a room, which was a haven for people who were having difficulties, also organised activities. Also worked as a classroom assistant supporting students with physical and mental difficulties. And French classes.

### **Jiming Zhu (St Edmund Hall)**

Stood as student life officer at UG have worked as Public Health officer providing support to students.

Jiming Zhu (St Edmund Hall) elected

## **LGBTQ Officer**

No one stood.

## **Mature Students Officer**

Hust required.

### **Henry Chong (HMC)**

Mature Student took time to get to University, in Singapore army for some reason. I remember when thinking about applying to Oxford was told to apply to Cambridge instead as told there was not so much focus on mature students at Oxford. Think sad, two big groups not graduates, but Undergraduate, bit older whole set of different issues, and properly mature students, friends who are war journalists who have come to study. Completely different from other sub groups important to focus on these issues. Think uniquely placed to look at these issues.

### **Ma Yuge (Wolfson)**

Work on issues of student parents, small group but difficulties neglected, being one understand difficulties of finance and isolation. Very important for our community to support them. Would like to do a survey amongst student parents to find out their difficulties. Want to speed up process and support welfare. Only targeting on this group, but this is to the benefit of all mature students, as there is the potential for this to happen. Remember debate in Union about women can't have it all think more benefit for parents so can have it all.

### **Suzanne Holsomback (GTC)**

In your manifestos both spoke about student parents, what specific do you want to do for mature students?

### **Ma Yuge (Wolfson)**

One year not long time, should prioritise what I can do, would do what has been done by predecessors would focus on isolation and work life balance, but focus would be student parents.

### **Henry Chong (HMC)**

Think a group, my college only one with children. I would rather focus on issues for all mature students, don't think enough information about mature students before you come to University. Understand isolation you can feel.

Henry Chong (HMC) elected.

**2 positions for Rules Committee** - consists of both student and staff members of the University and is responsible for making regulations for the conduct of student members. For more information email [motions@ousu.org](mailto:motions@ousu.org)

No one stood

**2 positions for the Joint Subcommittee of the Education Committee with Student Members** - A University committee that reviews the democratic procedures of the Student Union, such as our elections and budget. For more information email [motions@ousu.org](mailto:motions@ousu.org)

No one stood

**2 positions for Deputy Returning Officer** - Deputy Returning Officers are responsible for assisting the Returning Officer in running elections, including this term's annual cross-campus elections. Successful candidates will serve for one term, and will be required to chair hustings, undertake administrative tasks in the OUSU offices, and to support the Returning Officer generally. For more information contact [motions@ousu.org](mailto:motions@ousu.org)

No one stood

**4 positions for Scrutiny Committee** - Scrutinises the work of the OUSU Executive and the Divisional Board Representatives. Has the power to call officers to be interviewed and request documents. Issues a report each term to OUSU Council. To serve until the end of Michaelmas Term 2013. For more information contact [motions@ousu.org](mailto:motions@ousu.org)

No hust required

Jack Matthews (Univ) elected  
Beth Hanson-Jones (St Hugh's) elected

**5 positions for Complaints Committee** - Complaints board deals with any complaints raised through OUSU's statutory complaints procedure. Successful candidates will serve for one year, and further information can be obtained from [motions@ousu.org](mailto:motions@ousu.org)

No one stood

**4 positions for Internal Affairs Committee** - Internal Affairs Committee reviews proposed amendments to the Student Unions Governing Documents, ensuring they remain coherent and legal. For more information contact [motions@ousu.org](mailto:motions@ousu.org)

No hust required

Jack Matthews (Univ)

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## e. Reports from the Sabbatical Officers

### **President - David Townsend**

Not the Von Trapps. Biggest thing that has happened is Sky Subscription Success, we have saved common rooms £300,000 each year, rather than having to pay commercial rates. Has been going on for so long that glad it is now resolved, organised a boycott. Now pay Charity rate as long as not making money off it. Shows how OUSU is

### **VP Charities & Community - Sarah Santhosham**

Working with Careers service, about careers in the 3<sup>rd</sup> sector, running series of events about how to start working in it will be taking place on Mondays in OUSU, contact me if you want more information.

### **VP Welfare & Equal Opportunities - Katie Colliver**

Working to create a new guide for disabled students, we have one but very out of date, we want the new one to be very student focussed. In your inboxes in the next week will get a request for submissions for student experience, if you have ever worked with disability advisory service or thought about it. Want to gather as much information as possible.

### **VP Graduates - Chris Gray**

Plug relaunch of International student campaign, great meeting yesterday 20 people attended and we've relaunched the international festival.

### **VP Access & Academic Affairs - David Messling**

National Student Survey term, please fill in the survey if you get it, it is a great way to get it recognised what Oxford is good and bad at. The University is looking for people who had a good interview for Oxford experience please get in touch.

### **VP Women - Suzanne Holsomback**

Exciting highlight, running women's leadership programme this term. I am totally jazzed about it, it is going to be great, keep your eyes peeled. Might run again in Trinity as had over 100 people apply, so if people you know or you are interested in get in touch. Student parent social this Saturday so please spread the word this Saturday at OUSU.

## Questions

### Jack Matthews (Univ)

Great fair is back, can we invite city councillors?

### Chris Gray

Yes definitely in process of raising money so will be contacting them, going to open up to residents and more of the community.

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## i. Passage of Motions Nem Con

### 1. BRINGING ALREADY APPROVED BYELAWS INTO EFFECT

Opposition

### 2. SELECTING RAG CHARITIES

#### Council Notes:

1. The selection process of RAG charities is to take place this term
2. Four charities are selected annually of which two are student run, one is local and one national or international
3. Nominations are open to all members of OUSU
4. Successful charities are supported from the start of Trinity term of the year of their election to the end of the following Hilary term
5. The selection has historically taken place in a RAG meeting using the first-past-the-post where any OUSU member is entitled to one vote, but in the last two years successful trials for an all-student ballot have taken place
6. The RAG executive believe that a cross-campus ballot would serve to raise both the profile of RAG and the profile of the charities for which RAG raises money
7. Turnout in both of the past online ballots was 4% and a motion to Council in Trinity Term 2012 resolved “to enshrine the RAG charity election as a cross campus ballot” and “to draft regulations accordingly”
8. OUSU will shortly be consulting on a new framework for campaigns which will encompass the work of RAG.

#### Council Further Notes:

1. RAG often receives scores of nominations
2. A shortlist of these nominations is compiled by the VP (Charities & Community) and RAG President from which voters may chose.

#### Council Believes:

1. A cross-campus ballot will raise the profile of RAG and the profile of the charities for which RAG raises money
2. A cross-campus ballot will enable all members of OUSU to have a say in deciding which charities the student body raises money for.

#### Council Further Believes:

1. In a cross campus ballot the list of charities cannot be too large as Student Members will not have enough time to gain insight into the work of scores of charities
2. Individuals should be allowed to campaign on behalf of the shortlisted charities.

#### Council Resolves:

1. To hold a cross campus ballot for the 2013-14 RAG charities using the Single Transferable Vote system
2. To mandate the Returning Officer to administer the selection process and ballot on behalf of RAG
3. To adopt the shortlisting criteria set out in Appendix 2 Annexe A
4. To adopt the selection procedure set out in Appendix 2 Annexe B
5. To mandate the RAG executive to adhere to the results of the cross campus ballot in selecting the 2013-14 charities

6. To mandate the RAG executive to publicise nominations and the ballot
7. To mandate the VP (Charities & Community) to produce an annual report upon the conclusion of the RAG charity selection process, explaining why particular charities were or were not shortlisted
8. To apply Appendix 2 Annexes A and B to all future RAG charity selections unless and until Council resolves otherwise.

**Proposed:** Sarah Santhosham (Corpus Christi College)  
**Seconded:** Michael Davies (Somerville College)

Passed Nem Con

### 3. OXFORD-BURMA STUDENT EXCHANGE

Opposition

### 4. MOTION TO DENOUNCE THE OXFORD UNION SOCIETY'S INVITATION TO JULIAN ASSANGE

Opposition

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## n. Other Motions

### 1. BRINGING ALREADY APPROVED BYELAWS INTO EFFECT

#### Council Notes:

1. That the hierarchy of OUSU's governing documents runs down from Memorandum & Articles of Association to Bye-Laws to Regulations.
2. That the current Bye-Laws were approved by OUSU Council in Trinity Term 2012.
3. That some of the Bye-Laws came into effect immediately on approval, whereas others were to come into effect according to a schedule drawn up by OUSU Council's Internal Affairs Committee.
4. That the delay in bringing some Bye-Laws into effect was intended to make sure that any necessary subsidiary Regulations were in place.
5. That, in order to bring certainty to OUSU's governance, Internal Affairs Committee recommends that the Bye-Laws listed in Appendix 1 be brought into effect immediately as their immediate effectiveness does not require the existence of further subsidiary Regulations.

#### Council Resolves:

1. To bring the Bye-Laws listed in Appendix 1 into effect immediately.

**Proposed:** David J. Townsend (St John's College)  
**Seconded:** David Messling (St John's College)

#### David Townsend (St John's)

Last term council passed and approved byelaws some held in abeyance, so could check whether other subsidiary information needed to be passed. We are now proposing that we bring in the others they relate to committees of the Trustee Board. Felt shouldn't languish in abeyance but should be passed and come into effect to make everything easier and clearer.

#### Opposition

#### Jack Matthews (Univ)

Sky wont fall in if we pass today, when we put these into abeyance, we committed Internal Affairs committee to check what needs repealing from old government docs, as bring in new one's need to get rid of old ones. We are going against what have said we will do, these will supersede. If hold off for two weeks can do this right. I have been trying as part of OUSU to get

good governing documents when we rush it we don't do it. Come back in 3<sup>rd</sup> week so don't have two things at same time.

### **David Townsend (St John's)**

When bring in laws repeals old one's automatically, we shouldn't prolong uncertainty. I think have already passed them, so should give effect to your will. Best thing is to give effect, and you have already passed these and they supersede the old one's.

### **Jack Matthews (Univ)**

What David has said is wrong, byelaw 2.3a, stay in effect until repealed by council, asking for two weeks, lets do it right the 1<sup>st</sup> week.

Passed

Results

For 36

Against 25

Abstain 8

## **2. SELECTING RAG CHARITIES**

Passed Nem Con.

## **3. OXFORD-BURMA STUDENT EXCHANGE**

### **OUSU Council NOTES**

1. That Aung San Suu Kyi, Burmese politician and Oxford alumna, visited Oxford in June 2012 and extended an invitation to OUSU to lead a group of Oxford students to visit Burma and build a partnership between young people in Oxford and Burma.
2. That OUSU has collaborated with the Oxford Hub in the development of an outline for a proposed visit by Oxford students to Burma (see Appendix 3), intended to be the initial stage of an ongoing two-way Oxford-Burma Student Exchange.
3. That OUSU has secured financial backing from the Vice-Chancellor for the cost of the visit.
4. That OUSU has secured logistical support from the University, including aid in liaising with diplomatic and governmental representatives.

### **OUSU Council now therefore RESOLVES**

1. To approve OUSU involvement in, and leadership of, the nascent Oxford-Burma Student Exchange.
2. To mandate the OUSU President and Vice-President (Charities & Community) to publicise, in due course, the opening of applications for student places on the initial visit to Burma.

**Proposed:** *David J. Townsend (St John's College)*

**Seconded:** *Sarah Santhosham (Corpus Christi College)*

### **David Townsend (St John's)**

Came from invitation from Aung San Suu Kyi, finally able to come here to collect her degree she met my predecessor. Burma reopening to the world, lots of political figures going there, has economic dimensions, also academic and youth dimensions. If going to last needs to be built by young people. Oxford has a position of eminence and in response to this invitation we have come up with this proposal with the support of the University for logistical and financial support. Working closely with Oxford Hub who are engaged with volunteering. A number of students selected for 1<sup>st</sup> leg, hope followed by another leg. Viewing as a mutual exchange in both Oxford and Burma. Hope will support.

**SFQ**

**Harry Burt (Trinity)**

Has it be accessed for safety?

**David Townsend (St John's)**

At a stage where in discussion with British Embassy will receive before go, not a final proposal in process.

**Jack Matthews (Univ)**

When will it be and who will be chosen from OUSU and who will cover their work?

**David Townsend (St John's)**

Envisaged that only 1 week, and in vacation, will be chosen from amongst OUSU.

**Octavia Cox (St Anne's)**

Which budget?

**David Townsend (St John's)**

University covering

**Beth Hanson-Jones (St Hugh's)**

Who's choosing the students?

**David Townsend (St John's)**

Will probably be chosen in the same way as the VC civic awards.

No speech in opposition.

Motions passes.

**4. MOTION TO DENOUNCE THE OXFORD UNION SOCIETY'S INVITATION TO JULIAN ASSANGE**

**Council NOTES:**

1. That Julian Assange is evading extradition to Sweden for questioning in cases of rape by seeking asylum in the Ecuadorian Embassy.
2. That Assange's legal team claims the rape allegations were created in order that Sweden might extradite him to the United States where he would face severe legal prosecution for his involvement in WikiLeaks.
3. That the Oxford Union Society has invited Assange to speak via video link on the 23 January 2013 (2<sup>nd</sup> week) concerning his involvement in whistle blowing.
4. That rape and sexual assault are severely under-reported crimes due to the lack of belief, evidence collection, legal procedures, and low conviction rates as well as social stigma and blame.
5. That false accusations of rape are no higher than false accusations of other crimes, at approximately 3% (Home Office Research Study no.293).

**Council BELIEVES:**

1. That freedom of speech is essential and should be respected.
2. That the criminal processing system is essential and should be respected.
3. That the invitation to Assange by the Oxford Union Society strengthens the misbelief that rape and sexual assault allegations are false and should be ignored, contributing to under-reporting.
4. That the invitation to Assange is disrespectful to survivors of rape and sexual assault by silently affirming the myth that rape reports are false and propagating the malicious idea that rape and sexual assault survivors are to blame.

**Council therefore RESOLVES:**

1. To call on The Oxford Union Society to withdraw the invitation to Assange.
2. To mandate the Vice President (Women) and the Women's Campaign Officer to write to the President of the Oxford Union Society expressing OUSU's and Women's Campaign's opinions of denouncing those that evade the justice system.
3. To mandate the Vice President (Women) to organise a protest of Assange's panel presence if the Union persists in inviting him.



4. To mandate the Vice President (Women) to highlight support services for survivors of rape and sexual assault.

**Proposed:** *Suzanne Holsomback (Green Templeton College)*

**Seconded:** *Rebekka Hammelsbeck (University College)*

**Suzanne Holsomback (GTC)**

Hope took time to read through the motion, to denounce the Unions invitation to Julian Assange. The Union is responsible for inviting Julian Assange who is evading criminal justice charges; he is avoiding a sexualised crime that people don't talk about. This is a crime against a victim. The main push is about me writing to the University and organise a protest, the Women's Campaign will support. It is also bringing attention to the organisations where people can get support if this crime has been committed against them.

**James Holley**

Would you try and disrupt proceedings?

**Suzanne Holsomback (GTC)**

No storming! Just talking to people outside and raising awareness about issues, and how it looks to report rape in UK as can be scary.

**Amelia Ross**

Will you be going if this motion doesn't past?

**Suzanne Holsomback (GTC)**

Don't know if I can if don't pass as would need to look at what I can do in my personal capacity. I still support in personal capacity.

**Speech in Oppostion**

**Harriet (Hertford)**

Basically opposition not that people shouldn't be able to protest, fact that OUSU doing. The Union is separate; set up so can discuss things outside university and in opposition. Should still be allowed to speak, as it is about Wikileaks. I have no problem with you personally protesting. Think can do privately but not on behalf of OUSU. Also hasn't been proved against him important for him to speak.

**Sarah Pine (Wadham)**

OUSU has a capacity as a protector of welfare; some of our students may be a victim of rape. I do think OUSU has important role, have commitment to freedom of speech if he won't go and be questioned then he is depriving survivors of rape of their freedom of speech.

**Katie Colliver (Univ)**

We are student representatives, students are commonly victims of sexual assault, and the stats are in the motion. OUSU is here to protect student's rights, in terms of what he is speaking on, he is speaking on exposing the truth, and he refuses to face up to. We don't know yet as to whether he is, he is evading justice and those allegations. The union is sending out message that it is ok for people to evade allegations of sexual assault.

**Alex May (New)**

Asked JCR what thought, 80% against 20% for. Can use to publicise without denouncing. Can do by making statement without denouncing him speaking there. Big freedom of speech about him speaking there him not being allowed is a bad thing shouldn't be hid away. Felt that just because someone is speaking are supporting or blaming rape victims. People speaking at Union have done worse. OK if people individually protest, didn't think right for OUSU to represent entire student body.

**Ruth McLean (St John's)**

Most students not for this motion, will see women's interest groups as moaney and right on. Make people think not legitimate process, think counterproductive.

**James Holley (Hertford)**

Fact is ironic here, the charges facing against sexual assault. Irony is irrelevant; we don't have right to presume he is guilty.

**Alex Bartram**

Out of about 40 people who voted more than 75% voted for this motion. Vote overwhelmingly for. In response to previous speaker, he has exhausted to all procedures in UK should face up to law in UK, just hiding away in Switzerland.

**Jonathan Metzger**

Assumption of guilt. Not presumption until. The question is whether going through legal process, unfair, this isn't an option open to everyone. Only way he can use embassy is because famous for something. Question is whether we legitimise someone that goes against rule of law. He has no legal rights to be here.

**James (Brasenose)**

OUSU seeing irrelevant we are hear as reps of common rooms, our responsibility to represent their views. We are mandated by Brasenose to abstain, we have legitimacy if do our jobs.

**Sarah Pine (Wadham)**

Lots of student common rooms do support, passed through Wadham SU. Not irrelevant or money.

**Alex May**

Evading justice but not within scope of motion. This is about rape rather than evading justice motion should reflect our thoughts.

**Student from St Johns**

Julian Assamge is evading justice because doesn't want to be extradited to US. No guarantees from Sweden that he won't be extradited. The US authorities could come here. Rape allegations should be taken seriously but shouldn't forget his rights as a potential political prisoner.

**Jack Matthews (Univ)**

Union can invite who they want, they shouldn't have invited them. We are representing the student body. We can say we condemn his invitation we have built up a good relationship with the Union. To publically back protest we ruin relationship have built up. The relationship was soured after backed similar protest against Nick Griffin. Should speak to them as concerned friends, Think should advise making a mistake and can condemn. This protest is bigger than OUSU so should distance themselves.

**Ruth McLean**

Don't think shouldn't moan about sexual abuse, not debating whether needs to be addressed. Does, but think this motion will hinder it as most students don't support this motion. Risk being seen as being annoying. Things we can do better to raise awareness.

**Max (Balliol)**

Does address evading extradition. On different point most people common room representatives need to vote on it. Seems sensible to protest if union wants to ruin relationship by inviting someone they shouldn't have.

**Rebekka Hammelsbeck**

Possibility of extradition of Sweden not more likely as part of EU actually more difficult, they have to get approval of Sweden and UK. Can face rape charges in Sweden.

**Jonathan Metzger**

Julian has a good legal team, and supreme court decided to extradite. Law has to be binding.

**James Holley (Hertford)**

Victims behind this, right think about them. One of close friends raped. Everyone drawing attention to this made more difficult, storm has made more difficult. Wording hijacking promote good cause but in wrong way. Shouldn't pass in current form.

**Katie Colliver (Univ)**

Good debate, good points on each side. Our relationship with Union, the union has raised questions for us on this writing a letter requesting them to withdraw him. If he doesn't withdraw, if protest that bigger than OUSU. OUSU is here as a set of elected leaders. We think that we can help set the tone, make it constructive, without it escalating into a right. Freedom of speech is not the same as being able to promote view in a very public setting. We need to speak out and take a stand.

**Jack Matthews (Univ)**

Vote on everything believes 1 - to end of resolves 2 and resolves 4. We will vote on resolves 3 separately.

**Vote on Procedural Motion**

**Suzanne Holsomback (GTC)**

Important to have public voice on this issues, have deep connections with the Oxford Women Network can speak to them about why we are speaking out, can have a unified message.

For taking motion in parts 16

Against motion in parts 35

Abstain 9

**Vote on Motion**

Favour of motion passing 31

Against 20

Abstentions 9

Motion passes

## APPENDICES

### 1. APPENDIX 1 - BRINGING ALREADY APPROVED BYELAWS INTO EFFECT

#### Council and Policy Guidelines

10.2 Council may establish, regulate and wind up procedural or advisory committees. Council may delegate non-executive powers to any such committee. The Steering Committee and Internal Affairs Committee are Council procedural committees. The Scrutiny Committee is a Council advisory committee.

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10.5 The quorum for meetings of Council is 35 members.

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#### Membership

##### **12 Register of Members (Article 10)**

12.1 The Register of Members may be inspected in accordance with the provisions of the Companies Act 2006 (Part 8 Chapter 2) without payment of any fee.

##### **13 Associate Membership (Article 12)<sup>1</sup>**

13.1 Any student union of an institution of higher or further education may apply to Council to become an Associate Organisation. A two-thirds majority vote of those voting in Council is required to approve such an application.

13.2 An Associate Organisation may apply to Council to withdraw its approval given under Bye-Law 13.1. A simple majority vote of those voting in Council is required to approve such an application.

13.3 A member of an Associate Organisation becomes an associate member of OUSU on approval under Bye-Law 13.1. A statement by an Associated Organisation that a person is or is not a member of it is conclusive for the purposes of Bye-Laws 13.3 to 13.6. Associate membership is not transferable.

13.4 A member of an Associate Organisation ceases to be an associate member of OUSU

- (a) if he or she dies, or ceases to be a member of the Associate Organisation,
- (b) on withdrawal of approval under either Bye-Law 13.2 or 13.5,
- (c) on his or her expulsion under Bye-Law 13.5, or
- (d) on the expiry of at least seven clear days' notice<sup>2</sup>, given to OUSU, of his or her wish not to be an associate member of OUSU.

13.5 Council may

- (a) withdraw its approval, given under Bye-Law 13.1, of an Associate Organisation, or
- (b) expel an associate member of OUSU,

in the same manner, and subject to the same requirements, as it may expel a Student Member under Article 11.1.5<sup>3</sup>, on the ground that the continued approval or associate membership (as the case may be) is harmful to or is likely to become harmful to the interests of OUSU.

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<sup>1</sup> Article 12 permits the Trustees to establish classes of associate membership.

<sup>2</sup> This includes Saturday and Sunday.

13.6 An associate member of OUSU under Bye-Law 13.3 has all the rights and privileges of a Student Member, except the right to vote in any election, Referendum, or Indicative Poll.

13.7 The Chair of Council may invite observers from Associate Organisations to attend Council and speak but not vote.

#### 14 Postgraduate Strategy Summit

14.1 The Postgraduate Strategy Summit is the representative and deliberative forum for Graduates<sup>4</sup>. It must meet not less than twice in each Academic Year.

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#### Officers and Trustees<sup>5</sup>

##### 15 President and Vice Presidents<sup>6</sup> (Article 32)

15.1 The Sabbatical Officers (including the President) are the Full Time Officers of OUSU. The Full Time Officers (other than the President) are Vice Presidents of OUSU and are the

- (a) Vice President (Women),
- (b) Vice President (Graduates),
- (c) Vice President (Welfare and Equal Opportunities),
- (d) Vice President (Access and Academic Affairs), and
- (e) Vice President (Charities and Community).

All Vice Presidents are of equal status.

15.2 A Full Time Officer elected at

- (a) Statutory Annual Elections serves in office from the start of 9<sup>th</sup> Week of Trinity Term following his or her election to the end of 8<sup>th</sup> Week of Trinity Term in the following Academic Year<sup>7</sup>;
- (b) a by-election serves for the remaining portion<sup>8</sup> of the term of office of the Full Time Officer whose vacancy is being filled.

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

15.3 A Full Time Officer is removed from office<sup>9</sup> on the passing of a Motion of No Confidence in accordance with Bye-Law 17.3.

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<sup>3</sup> Article 11.1.5 requires a 75% majority vote and provides for the making of representations.

<sup>4</sup> Graduates must be Student Members: see paragraph 5 of Schedule One.

<sup>5</sup> Bye-Laws 18 to 20 cover trustees. Articles 35-37 provide for the their removal etc and Article 38 for co-option.

<sup>6</sup> Up to five Vice Presidents in post (ie taking account of vacancies) are automatically Sabbatical Trustees. If there are more than five in post, the Executive Committee will select five to be Trustees: see Article 31.

<sup>7</sup> An Officer elected in Michaelmas Term 2012 serves for a year starting on the Sunday of 9<sup>th</sup> Week of Trinity Term 2013: see paragraph 2 of Schedule One.

<sup>8</sup> This will be a full year if the by-election is held before the Officer, who has stood down, assumes office.

<sup>9</sup> Removal from office as a Full Time Officer under Bye-Law 17.3 is to be distinguished from disqualification or removal from the office of Trustee, as to which see Articles 35 and 36.

## 16 Executive Officers

...

16.2 A Part Time Officer elected at

- (a) Statutory Annual Elections serves in office from the start of 9<sup>th</sup> Week of Michaelmas Term of his or her election to the end of 8<sup>th</sup> Week of Michaelmas Term in the following Academic Year<sup>10</sup>;
- (b) a by-election serves for the remaining portion<sup>11</sup> of the term of office of the Part Time Officer whose vacancy is being filled.

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

16.3 A Part Time Officer is removed from office on the passing of a Motion of No Confidence in accordance with Bye-Law 17.4.

...

## 17 Motions of No Confidence

17.1 In Bye-Laws 17.2 to 17.5, a Motion of No Confidence means<sup>12</sup>

- (a) a proposal to remove from office any of the following persons:
  - (i) subject to Article 36<sup>13</sup>, a Full Time Officer (or Full Time Officer-elect),
  - (ii) a Part Time Officer,
  - (iii) the Chair of Council,
  - (iv) the Returning Officer or Deputy Returning Officers, or
  - (v) any other elected officer of Council; or
- (b) a proposal to remove from committee membership any person appointed by Council to serve on on any committee (or sub-committee) referred to in these Bye-Laws.

For the avoidance of doubt, Bye-Laws 17.2 to 17.5 do not apply to any OUSU employee (other than a Full Time Officer).

17.2 A Motion of No Confidence must be submitted to and considered by Council. The Motion must include a reasoned statement.

17.3 A Motion of No Confidence in a Full Time Officer (or Full Time Officer-elect) must be passed, by a two-thirds majority vote, in each of two successive Ordinary Meetings of Council, followed by ratification of such vote, by a simple majority vote, in a Referendum.

17.4 A Motion of No Confidence in a Part Time Officer must be passed, by a two-thirds majority vote, in each of two successive Ordinary Meetings of Council.

17.5 Except where either Bye-Law 17.3 or 17.4 applies, a Motion of No Confidence must be passed, by a two-thirds majority vote, in an Ordinary Meeting of Council.

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<sup>10</sup> An Officer elected in Michaelmas Term 2012 serves for a year starting on the Sunday of 9<sup>th</sup> Week of Michaelmas Term 2012: see paragraph 2 of Schedule One.

<sup>11</sup> See footnote 40.

<sup>12</sup> Bye-Laws 17.1 to 17.5 do not, therefore, cover every type of motion of no confidence.

<sup>13</sup> Article 36 provides for the removal of a Trustee from that office following a vote of no confidence.

...

## **20 Co-option of Trustees (Article 38)**

20.1 The Board must agree and publish a procedure for the co-option of Trustees. A co-opted Trustee serves for the remaining portion of the term of office of the Trustee whose vacancy is being filled or for one year, whichever is the shorter.

## **Committees**

### **21 Board Committees (Article 41)**

21.1 Bye-Laws 21.2 and 21.3

- (a) give further effect to Article 41, and
- (b) provide for the establishment of Board Committees and sub-committees to which Articles 40 and 41 do not apply<sup>14</sup>.

21.2 The Board may establish such Board Committees as it sees fit. With the Board's approval, each such Board Committee may establish one or more sub-committees.

21.3 The following provisions apply to Board Committees and sub-committees established under Bye-Law 21.2<sup>15</sup>.

- (a) Where the Board delegates powers to a Board Committee, such Board Committee functions as an executive (decision-making) committee; otherwise Board Committees function as advisory (non decision-making) committees.
- (b) All sub-committees function as advisory (non decision-making) committees.
- (c) Each executive Board Committee must consist of three or more individuals, including at least two Trustees one of which is to be its chair.
- (d) Each advisory Board Committee must consist of three or more individuals, none of which need be a Trustee.
- (e) Each sub-committee must consist of three or more of its parent committee members, none of which need be a Trustee.
- (f) The Board must approve the terms of reference, membership, and manner of appointment, of each Board Committee and sub-committee.
- (g) Subject to Article 41.1, each Board Committee or sub-committee must determine its procedure, including appointing its chair and the frequency of any meetings.

21.4 At any time<sup>16</sup>,

- (a) the Board may co-opt any person duly qualified to be appointed as a member of any Board Committee or sub-committee to fill a vacancy; such a person is treated as a full member for all purposes (including voting rights and period of membership).
- (b) any Board Committee or sub-committee may invite any person to assist it on such terms as it thinks fit (including attendance at meetings); such a person is not treated as a member and has no voting rights.

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<sup>14</sup> In relation to committees, Articles 40 and 41 apply only to decision-making committees where the Trustees delegate powers conferred on them by the Articles. This Bye-Law provides, in addition, for non decision-making (advisory) committees. All sub-committees are advisory only.

<sup>15</sup> It does not apply to committees covered by Bye-Laws 22 to 27.

<sup>16</sup> The power to co-opt or seek advice extends to all committees covered by Bye-Laws 21 to 27.

21.5 The terms of reference of all Board Committees and sub-committees must be published<sup>17</sup>.

## **22 Executive Committee<sup>18</sup> (Article 43)**

22.1 The Executive Committee is an executive Board Committee and its members are the Full Time Officers and the Part Time Officers. The President is the chair.

22.2 The Executive Committee may establish one or more sub-committees, consisting of three or more of its members. Any such sub-committee functions as an advisory (non decision-making) committee.

22.3 The Appointments Committee<sup>19</sup> is an advisory sub-committee of the Executive Committee. It considers the appointment of the persons referred to in Bye-Law 29.3, conducts any interviews, and makes recommendations on such appointments to the Executive Committee.

22.4 Subject to Article 43.2<sup>20</sup>, the Board must approve the terms of reference of the Executive Committee. The Board must also approve the membership, manner of appointment and terms of reference of each of the Executive Committee's sub-committees, including (subject to Bye-Law 22.3) the Appointments Committee.

22.5 There must be at least four Executive Committee meetings during each Term.

22.6 The General Manager<sup>21</sup> is entitled to attend, but not vote at, each meeting of the Executive Committee. Subject to this, the Executive Committee must determine its procedure (including the procedure for selecting Sabbatical Trustees under Article 31.2<sup>22</sup>).

22.7 Each Executive Committee sub-committee must determine its procedure including the frequency of any meetings.

## **23 Finance Committee**

23.1 The Finance Committee is an executive Board Committee and its members are

- (a) an External Trustee (as chair),
- (b) the President,
- (c) a Vice President,
- (d) a Student Trustee, and
- (e) one other person.

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

23.2 The Finance Committee may establish one or more sub-committees, consisting of three or more of its members. Any such sub-committee functions as an advisory (non decision-making) committee.

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<sup>17</sup> This requirement applies to all committees covered by Bye-Laws 21 to 27.

<sup>18</sup> The Executive Committee is usually known as 'The Executive'.

<sup>19</sup> Not to be confused with the appointments board: see Bye-Law 25.2.

<sup>20</sup> Article 43.2 provides for the Committee's responsibilities.

<sup>21</sup> OUSU's Chief Executive Officer is currently its General Manager for the purposes of the Articles.

<sup>22</sup> See footnote 38.



23.3 Subject to Article 41.3<sup>23</sup>, the Board must approve the membership, manner of appointment and terms of reference of the Finance Committee and each of its sub-committees except the Budget Committee<sup>24</sup>.

23.4 The General Manager is entitled to attend, but not vote at, each meeting of the Finance Committee. Subject to this, the Finance Committee and each of its sub-committees, except the Budget Committee, must determine its procedure including the frequency of any meetings.

23.5 The Finance Committee is the remuneration committee for OUSU and must agree a remuneration policy with the Board. The policy must provide for payments permitted under Articles 6.2 and 6.3<sup>25</sup> to be authorised by the Finance Committee.

23.6 The Finance Committee must establish a process for the proper authorisation of expenditure from OUSU funds. Such process must include the requirement for a Trustee to sign each cheque for an amount of £5,000 or more<sup>26</sup>.

23.7 The Finance Committee must establish and publish a procedure for allocating resources to groups or clubs<sup>27</sup>.

## **24 Budget Committee**

24.1 The Budget Committee is an advisory sub-committee of the Finance Committee and its members are

- (a) the President (as chair),
- (b) three members of the Executive Committee, and
- (c) three Student Members.

The members of the Budget Committee under (b) of this Bye-Law must be appointed by the Executive Committee, and under (c) by Council.

24.2 The Budget Committee considers OUSU's budget and such other matters as the Finance Committee may, from time to time, refer to it. It may report or offer advice to the Finance Committee, Council or the Board on all matters under its consideration.

24.3 The Finance Committee and Council must jointly approve the terms of reference of the Budget Committee, its procedure (to include the right for any Student Member to attend as observer and ask questions), and the frequency of any meetings.

## **25 Personnel Committee**

25.1 The Personnel Committee is an executive Board Committee and its members are

- (a) the Vice President (Welfare and Equal Opportunities) (as chair),
- (b) the President,

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<sup>23</sup> Article 41.3 sets out certain requirements where the Board delegates to a finance committee.

<sup>24</sup> As to which see Bye-Laws 24.1 to 24.3.

<sup>25</sup> Articles 6.2 and 6.3 cover payments to Trustees and Members, including remuneration for Full Time Officers.

<sup>26</sup> Article 41.3 includes provision for the signature of a Trustee on cheques above a certain amount.

<sup>27</sup> Article 63.4 implements s.22(2)(i) of the 1994 Act and paragraph 3(g) of the Code (see footnote 7), and requires such a procedure to be fair and accessible to all Students.

- (c) a member of the Executive Committee,
- (d) an External Trustee,
- (e) a Student Trustee, and
- (f) the General Manager.

The members of the Personnel Committee under (c) of this Bye-Law must be appointed by the Executive Committee, and under (d) and (e) by the Board.

25.2 The Personnel Committee is the appointments board for the purposes of the Memorandum and Articles<sup>28</sup>.

25.3 The Personnel Committee appoints persons to paid posts (including General Manager but excluding Full Time Officers) in the employment of OUSU.

25.4 The Personnel Committee may establish one or more panels of three or more persons to consider appointments to which Bye-Law 25.3 applies, conduct any interviews, and make recommendations on such appointments to the Personnel Committee. The majority of a panel's members must be members of the Personnel Committee.

25.5 The Personnel Committee must commission and maintain a staff handbook which applies to all OUSU employees (including Full Time Officers). Such handbook must include a procedure for dealing with a complaint brought by or against, or concerning, an OUSU employee (other than a Full Time Officer).

25.6 The Board must approve the terms of reference of the Personnel Committee. Subject to this, the Personnel Committee must determine its procedure including the frequency of any meetings.

## **26 Nominations Committee (Article 44)**

26.1 The Nominations Committee is an advisory Board Committee and its members are

- (a) the President (as chair),
- (b) an External Trustee,
- (c) a member of the Executive Committee who is a Trustee,
- (d) a member of the Executive Committee who is not a Trustee,
- (e) two Student Members, and
- (f) the Registrar of the University (or his or her nominee).

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

26.2 Subject to Article 34.1<sup>29</sup>, the Board must approve the terms of reference of the Nominations Committee. The Nominations Committee must determine its procedure including the frequency of any meetings.

...

<sup>28</sup> See Article 69.1 ('General Manager'). Not to be confused with the Appointments Committee: see Bye-Law 22.3.

<sup>29</sup> Article 34.1 provides for the Committee's role in nominating External Trustees.

## Student Services and Campaigns

### **28 Student Advice Service**

...

28.2 The Vice President (Welfare and Equal Opportunities) is responsible to the Board for the management of *the Student Advice Service* and must present a report on the work of such service to the Board at least once in each Academic Year.

### **29 Media Services**

...

29.2 The President is responsible to the Board for the management of the media services referred to in Bye-Law 29.1. The President must present a report on the work of such services to the Board at least once in each Academic Year.

29.3 The Executive Committee, on the recommendation of the Appointments Committee, must appoint

- (a) the editor of *The Oxford Student*, and
- (b) the general manager of *Oxide Radio*.

29.4 The principle of editorial independence applies to the media services referred to in Bye-Law 29.1 and to the persons referred to in Bye-Law 29.3.

### **30 Other Financial Support**

30.1 The Finance Committee may authorise expenditure from OUSU funds to support one or more student services (other than a service to which Bye-Law 28.1 or 29.1 applies), including a service provided solely by, or jointly with, a third party.

30.2 The President must ensure that a Vice President is responsible to the Board for the management of each student service in receipt of support authorised under Bye-Law 30.1. In respect of each such service, the responsible Vice-President must

- (a) agree governance with the Finance Committee, and
- (b) provide the Finance Committee with such financial and other information, and at such times, as the Finance Committee may require.

In this Bye-Law governance includes financial reporting and accountability, and a complaints procedure.

## **2. APPENDIX 2 - SELECTING RAG CHARITIES**

### **Annexe A: Criteria for Shortlisting RAG Charities**

1. Only Charities registered in the United Kingdom with UK bank accounts will be selected.
2. A maximum of 10 student-run charities will be shortlisted.
3. A student-run charity is defined as one which was either founded by students (not necessarily students of the University of Oxford) and current students still maintain control or a student-lead branch of a charity where students of the University of Oxford hold executive control.
4. A maximum of 5 local charities will be shortlisted.
5. Local charities are defined as those who are based in Oxfordshire and the majority of their work is conducted in Oxfordshire.
6. A maximum of 5 national/international charities will be short listed
7. Any charity which has been selected as a RAG charity will be excluded from the short list for the following two years.
8. Any charity which has commissioned events from RAG will be excluded from the short list for one year if they have received more than £5000 in the previous 12 months.
9. Charities that are able to help RAG in their work such as by providing prizes, promotional material or expertise and training will be favoured.
10. The impact of receiving funds from Oxford RAG will be considered, with charities that will benefit most from Oxford RAG being favoured.
11. Oxford RAG will consider the alternative sources of funding available to charities, with priority given to organisations with fewer sources of income.
12. Charities which have received multiple nominations in one year will be favoured.
13. In accordance with The Charities Review Council, which recommends that charities spend no more than 30% of their revenues on administration, charities that spend less than 30% of their revenues on administration will be favoured.
14. RAG cannot support individuals or organisations that exist solely to further religious or political beliefs. However community projects supported by religious organisations may be eligible, for instance a church hall that also houses community groups; check with us if you are unsure.

### **Annexe B: Selection Procedure for RAG Charities**

1. The deadline for nominating charities shall be noon on Thursday of 4<sup>th</sup> week.
2. The shortlist of nominated charities will be announced within 48 hours after the close of nominations and will published in a full page of the Oxford Student.
3. Polling shall take place from 8am Wednesday - 6pm Thursday of 6<sup>th</sup> Week.
4. The Returning Officer shall resolve complaints about the Charity Selection process.

### **Activism and Campaigning**

1. Any member of OUSU is permitted to formally campaign on behalf of the shortlisted charities.
2. Members of OUSU are free to express their opinion as to preferred charities.
3. The Returning Officer shall produce guidelines on campaigning to the nominators of the shortlisted charities.
4. Violation of these regulations may result in a nominated charity being removed from the ballot at the discretion of the Returning Officer.

### **3. APPENDIX 3 - OXFORD-BURMA STUDENT EXCHANGE**

## **Oxford-Burma Student Exchange: Initial Visit by Oxford Students to Burma**

It is proposed that OUSU, with the support of the University of Oxford, organise and lead a visit to Burma by a delegation of current and recently graduated Oxford University students. The idea of such a visit was inspired by Aung San Suu Kyi's return to Oxford to receive an honorary doctorate; after the Encaenia ceremony Daw Suu met with a group of students, including representatives from OUSU, and discussed a visit to Burma and the benefits this would have for both British and Burmese young people.

Thanks to the generous support of Vice-Chancellor Prof. Andrew Hamilton, OUSU, on behalf of Oxford's student body, is now in a position to accept the offer of Daw Suu and to plan a visit for a delegation of Oxford students during this current academic year 2012-2013. In doing so, OUSU will be working closely with the Oxford Hub, the hub for student volunteering in Oxford.

### **General Aims**

Burma has been isolated from the international community for as long as most students at Oxford have been alive. In the last couple of years, it has started transform itself from a country under military rule to a civilian democracy, and to re-engage with the international community.

Weaving a country back into the international community takes time, and must be done with many threads. One thread is economic, and recent years have seen the easing of sanctions imposed against Burma. Another is diplomatic, and ambassadors have again been exchanged between Burma and other nations. Another important thread is that of personal connexion between the youth of different countries, particularly students, as students are at a stage in their lives in which they are most open to international peace, co-operation and development.

This proposal, responding to a specific invitation from a Burmese alumna of Oxford, aims to respond to this historical moment of Burma's re-engagement with the international community, and recognises the unique position, and responsibility, of Oxford's student body to be part of the weaving together of the youth of Burma and the youth of other countries. Being possessed of great privileges in the academic sphere, it is the responsibility of Oxford students to deploy them in the fostering of international academic community.

### **The Oxford Student Delegation**

Under this proposal, a delegation will be selected specifically for the visit by OUSU and Oxford Hub, with input from the University and the British Embassy in Rangoon. It is envisaged that the delegation will number around 8 people, including 2 members from OUSU and 1 from Oxford Hub in a leadership and organisational role. The remaining members will be selected according to one or more of the following criteria:

- Demonstrable positive contribution to local, national and global communities whilst at Oxford and beyond
- Commitment to youth participation in civil society and community leadership
- Demonstrable interest in Burma or in issues of development and/or social improvement relevant to Burma
- Research interests relevant to Burma, or to Oxford University's Tropical Medicine research on the Thai-Burmese border

## The Burmese Delegation

It is hoped that the Oxford student delegation could be matched with a similarly-sized counterpart delegation in Burma. It is appreciated that there may be sensitivities surrounding the involvement of Burmese university students, and diplomatic advice on this matter would be sought from the Embassy. Where it is not possible to link with a counterpart delegation of university students, it is hoped that it might be possible to identify a group of young adults who share some of the community leadership, social improvement and development interests of the visiting students.

### Timing and Duration

Owing to the timing of Oxford University terms, the optimal time for the student delegation to travel to Burma would be during one of the University vacations. The earliest such opportunity would be the Easter Vacation in March/April 2013, although advice would be sought from the Embassy on the local suitability of this (in particular, weather, political and cultural considerations).

The duration of the visit would be around one week.

### Proposed Activities

Subject to on-the-ground advice from the Embassy, and from other relevant diplomatic, governmental and development organisations, some of the proposed activities of the Oxford student and Burmese delegations are:

Activity	Proposed Location/ Site of Activity	Aims of Activity
Discussion seminars with counterpart delegation		To share experiences of community leadership and social improvement activities undertaken by the different participants  To develop understanding of the cultural contexts of the participants' activities
Visit to selected DFID programmes	Selected according to accessibility and relevance to the interests of both delegations	To develop understanding of British development initiatives in Burma, and develop general understanding of on-the-ground development initiatives
Visit to selected Burmese development initiatives	Selected according to accessibility and relevance to the interests of both delegations	To develop understanding of Burmese development initiatives, and understanding of local needs and priorities in terms of development
Visit to youth-led programmes or projects	Where possible, projects in which young adults from the Burmese delegation have involvement  Focus on arts/culture or social improvement programmes, rather than political programmes, unless otherwise advised	To develop understanding of youth participation and the civic engagement of young people in Burma
Visit to Oxford University tropical medicine laboratory	Mahidol-Oxford Research Unit	To develop understanding of the work of Oxford University in Burma

## Reciprocal Visit

It is hoped that, if successful, the visit would inaugurate a reciprocal partnership between young people in Oxford and Burma in the form of an Oxford-Burma Student Exchange, with a visit by a Burmese delegation to Oxford in the near future. It is also hoped that, to coincide with this initial visit, the University may be in a position to announce substantive schemes for further opportunities for Burmese academics and students to study and work at the University of Oxford, following in the footsteps of Daw Suu.

David J. Townsend  
OUSU President  
10 January 2013