

# Student Communities Zone By-Law



BL-SC-1

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## 1. Purpose

- 1.1 The purpose of the Student Communities Zone is to represent the interests and amplify the voice of our different student communities.
- 1.2 The Student Communities Zone is responsible for developing and supporting:
  - (a) International students
  - (b) Post Graduate students
  - (c) Junior Common Rooms
  - (d) Students at sites
  - (e) Diversity campaigns and culture
- 1.3 The Committee shall operate under the general rules governing Zone Committees as outlined in Rule 4.

## 2. Membership

- 2.1 The core membership of the Zone Committee is:
  - (a) VP Student Communities (Chair),
  - (b) The Union President,
  - (c) Equality and Diversity Officer,
  - (d) JCRs Officer,
  - (e) International Students Officer,
  - (f) National Oceanography Centre (Site) Officer,
  - (g) Post Graduate Research Officer,
  - (h) Post Graduate Taught Officer,
  - (i) Winchester (Site) Officer,
  - (j) the additional Sabbatical Officer, selected in accordance with Rule 4, section 6.3(c), and
  - (k) the two Union Councillors, selected in accordance with Rule 4, section 2.2(a).

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## 3. Sub-committees

### 3.1 JCRs Committee

- (a) The JCRs Officer shall chair the Sub Committee.
- (b) The JCRs Committee is responsible for:
  - (i) ensuring that the interests of all students in Halls of Residence and first years in Private Rented accommodation are effectively represented by their JCR Halls Committee.
  - (ii) approving the budgets for each JCR Halls Committee.
  - (iii) supporting the running of events in the Halls of Residences.
  - (iv) ensuring effective communication with, and between all students living in Halls and first years in Private Rented accommodation.
  - (v) running campaigns on issues relating to students in Halls of Residences and first years in Private Rented accommodation.
  - (vi) supporting each JCR Halls Committee to achieve their goals.

### 3.2 International Students' Committee

- (a) The International Students' Officer shall chair the Sub Committee
- (b) The International Students' Committee is responsible for:
  - (i) being the voice of international students, representing and promoting their interests within the Union, the University and beyond.
  - (ii) organising activities for international students.
  - (iii) ensuring relevant information is appropriately disseminated to international students.
  - (iv) supporting international students to integrate and settle into life in Southampton and Winchester.

### 3.3 PGR Association

- (a) The Postgraduate Research Officer shall chair the Sub Committee
- (b) The PGR Association is responsible for:
  - (i) Working in partnership with the University to be the voice of all Postgraduate Research students, representing and promoting their interests within the Union, the University and beyond.

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- (ii) Working with all PGR Societies and the SUSU Events Department to co-ordinate a suitable social programme for all postgraduate research students,
- (iii) Ensuring all Postgraduate Research students have a suitable Welcome Induction when arrive at the University of Southampton,

## 4. Sub-groups

- 4.1 The Zone Committee may, from time to time, establish sub-groups to organise or perform a specific activity or activities.
- 4.2 In order to create such a group, the Zone Committee will approve the terms of reference for that sub-group, to include:
  - (a) the membership of the sub-group,
  - (b) the chairing of the sub-group,
  - (c) the time period the sub-group will be active for,
  - (d) any decision-making powers delegated to the sub-group,
  - (e) the process by and frequency with which the sub-group shall report to the Zone Committee.
- 4.3 The Zone Committee may, from time to time:
  - (a) vary the terms of reference of a sub-group, or
  - (b) dis-establish a sub-group.
- 4.4 The Zone Committee remains responsible for the work of the sub-group.
- 4.5 A decision made by a sub-group is valid subject to ratification by the next meeting of the Zone Committee.

## 5. Meetings

- 5.1 Sub-committees should meet at least twice per term.
- 5.2 The Chair shall, with appropriate support, ensure agendas and papers are circulated at least 2 clear working days in advance of meetings.
- 5.3 Minutes of sub-committees and sub-groups shall be reported to the next meeting of the Zone Committee.
- 5.4 A sub-committee shall make (and may alter) by-laws relating to the operation of the sub-committee, which shall include provision for a quorum for decision-making of not less than half of its membership. The creation or

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alteration of a by-law must be approved by the Zone Committee before coming into effect.

## **6. Elections of Voluntary Officers**

- 6.1 Voluntary Officers of the Zone Committee are elected at the last meeting of that committee during the summer term.
- 6.2 Voluntary Officers of the Sub Committees are elected according to the By Laws of the Sub Committees.
- 6.3 Where a Voluntary Officer position is vacant, a by-election shall be held for that position at the next meeting of the committee.
- 6.4 Elections for Voluntary Officers are held in accordance with the General Meeting Elections By-law issued under section 5.1 of Rule 7.
- 6.5 The period of office of a Voluntary Officer begins on the first day of July after their election, or if they are elected at a by-election, then on that day.
- 6.6 The period of office of a Voluntary Officer ends on the last day of June after they take office.
- 6.7 This section does not apply to officers of JCR Halls Committees.

## **7. Student Groups Representative elections**

- 7.1 An election shall be held for the Student Communities Zone Student Groups Representative, usually at the end of the Summer term in each academic year.
- 7.2 Every member of a student group within the Student Communities Zone is eligible to stand.
- 7.3 Every student group shall have one vote, which shall be cast by the president of each group (or a person appointed by them for that purpose) on behalf of the group.
- 7.4 The election shall be run in accordance with such by-laws as may from time to time be made by the Democracy Zone Committee.