



**University of St Andrews
Students' Association
Students' Representative Council
Student Services Council**

AGENDA

Tuesday, 28 January 2014 - Salad Bowl - 7.00pm

1. Adoption of the Agenda

2. Apologies for Absence

3. New General Joint Business

- 3.1. J. 19 - A Motion to Provide for Directly Elected Student Trustees
- 3.2. J. 20 - A Motion to Amend the Remits of the Sabbatical Officers
- 3.3. J. 21 - A Motion to Change the Title of the SSC Charitable Development Convener
- 3.4. J. 22 - A Motion to Amend the Membership of the SSC Societies Committee

4. New General SRC Business

- 4.1. R. 20 - A Motion to Provide Funding for a 50th Anniversary Event

5. New General SSC Business

- 5.1. A Motion to Support the Broadcast of the *Puppy Bowl X*

6. Any Other Competent Business

J. 19

A MOTION TO PROVIDE FOR DIRECTLY ELECTED STUDENT TRUSTEES

THIS SRC AND SSC NOTE:

1. The ongoing review of the governance of the Association;
2. That trustees exist to protect the reputation of the Students Association, and its legal and financial integrity;
3. That a paper will be presented to SAB recommending that SAB subcommittees have student majorities, that the number of SAB subcommittees be reduced to three, and that the SAB subcommittees each have one non-sabbatical student trustee as a member; and,
4. That the Senior Officers do not represent the Council that elected them on SAB.

THIS SRC AND SSC BELIEVE:

1. That Senior Officers serving as trustees creates an increased potential for conflict of interest;
2. That there is a large time commitment on the Senior Officers already, and the board proposal would increase this, which is difficult to keep up with on top of the commitments the officers are elected to carry out in the current structure; and,
3. That having directly elected student trustees would help students understand how the Association is run.

THIS SRC AND SSC RESOLVE:

To recommend the following amendments to the Laws to SAB with the recommendation that the same do pass:

1. Strike from 1 Laws § 3.9.1.6. ‘& Nominee to SAB’;
2. Strike from 1 Laws § 3.9.1.7. ‘& Nominee to SAB’;
3. Add in Chapter 1 of the Laws a new § 3.13 to read as follows:

3.13. Student Trustees

There shall be two student trustees.

3.13.1. Student Trustee (Finance)

The Student Trustee (Finance) shall:

3.13.1.1. Serve as a member of SAB and the SAB Finance Committee.

3.13.1.2. Serve as a non-voting member of the SRC and SSC.

3.13.2. Student Trustee (Staffing)

The Student Trustee (Finance) shall:

3.13.2.1. Serve as a member of SAB and the SAB Finance Committee.

3.13.2.2. Serve as a non-voting member of the SRC and SSC.

4. Add in Chapter 2 of the Laws a new § 1.1.28 to read ‘Student Trustee (Finance) (non-voting)’;
5. Add in Chapter 2 of the Laws a new § 1.1.29 to read ‘Student Trustee (Staffing) (non-voting)’;
6. Add in Chapter 3 of the Laws a new § 1.1.25 to read ‘Student Trustee (Finance) (non-voting)’;
7. Add in Chapter 3 of the Laws a new § 1.1.26 to read ‘Student Trustee (Staffing) (non-voting)’;
8. Add in Chapter Six of the Laws a new § 1.1.10 to read ‘Student Trustee (Finance)’; and,

9. Add in Chapter Six of the Laws a new § 1.1.11 to read ‘Student Trustee (Staffing)’.

PROPOSED:

Chloe Hill

Association President

SECONDED:

Kelsey Gold

Association Director of Student Development & Activities

SUPPLEMENTAL EXPLANATORY MATERIAL

Trustees exist to protect the reputation of the Students Association, and its legal and financial integrity.

As you know we have been working on an extensive governance review of the Student Association Board for nearly 12 months now. Some of the recommendations from the external view are about many aspects of SAB subcommittees.

The sections at the end of this paper are part of the paper that is going to SAB on Wednesday, following the recommendations, to make the subcommittees fit with the requirements in the constitution.

In simple terms, the current subcommittees don't follow the constitution because they do not have a student majority on them. To solve this, the idea is that the 3 non-sabbatical students would be put on one each of the 3 subcommittees.

The student trustees who attend Finance or staffing would thus have the following requirements of them:

- Attend 3 board meetings a term
- Attend around 3 subcommittee meetings a term (can vary)
- Attend pre-board meetings with all the student trustees
- They would receive full trustee training, and would be expected to have read the papers in advance so that they can contribute properly to meetings

To ensure they are still up to date on what's happening in the Association, I think they should also attend SRC and SSC as non-voting members. Their 'inside knowledge' is an important part of what they bring to SAB meetings, which external members don't have.

Reason for them being directly elected instead of co-opted from the councils:

- **Student trustees do not represent the SRC and SSC on board** - As an example, in cases where there is conflict between the vote of the SRC, and the board needing to protect the financial position of the SA, the student trustees should vote against the decision of the SRC. This is more difficult if they are a member of the SRC and has already voted in the SRC for whatever it is which is seen as financial bad by the SAB. (The is the same as the sabbs being trustees of the university.)
- **There is a large time commitment** on the trustees already, and the board proposal would increase this, which is difficult to keep up with on top of the commitments the officers are elected to carry out in the current structure.
- **Having directly elected officers would help students understand how the SA is run.** I would not expect students running to run on a 'manifesto' as such, but perhaps run on their involvement in the SA, prior experience, or by demonstrating their integrity and willingness to act in the best interest of the Association.

SAB PAPER: SAB SUBCOMMITTEES

We are proposing to have 3 SAB subcommittees, with the following membership and specific responsibilities (taken from the constitution):

Staffing

Chair: DoES

Sabbatical: DoRep

Student trustee

2 lay members of board

In attendance: Iain, Dave, Christine

Specific responsibilities:

- ii. oversight of employment issues within the Association;

Finance

- Chair: President
- Sabbatical: DoES
- 1 student trustee
- 2 Additional members of board
- In attendance: Dave, Jillian, Christine

Specific responsibilities:

- iii. authorisation of capital and contractual transactions;
- iv. provision of advice to the Association on administrative and financial matters;
- v. approval of the Association's annual financial statements;
- vi. appointment of auditors and bankers;

Governance and nominations

- Chair: DoRep
- Sabbatical: President
- Association Chair (as student trustee member)
- 1 lay member of board (Should not include the Chair of Board)
- Iain, Christine

Specific responsibilities:

- compliance with all relevant legislation and regulation;

These are based on the following proposed concepts:

1. One student (non-sabb) trustee to sit on each of the board subcommittees (*this requires a change to the current way student trustees are selected. A paper is going to the Joint councils meeting to make the necessary changes*)
2. All board subcommittees will have non-binding decision making with Board as ratifying body (*this avoids the problems raised about whether staffing can make financial decisions without Finance committee also discussing them*)
3. All board subcommittees will submit minutes to Board (*for ratification, not just review*)
4. Board subcommittees to have a student majority, as per the Constitution

J. 20

A MOTION TO AMEND THE REMITS OF THE SABBATICAL OFFICERS

THIS SRC AND SSC NOTE:

1. The ongoing review of the governance of the Association; and,
2. That the remits of the sabbatical officers as set out in the Laws do not fully match current practices.

THIS SRC AND SSC BELIEVE:

1. The sabbatical remits should be amended to match current practices in light of the ongoing review of the governance of the Association.

THIS SRC AND SSC RESOLVE:

To recommend the following amendments to the Laws to SAB with the recommendation that the same do pass:

1. Add to 1 Laws § 3.1.1.4 ‘(Chair and Convener)’;
2. Strike 1 Laws §§ 3.1.2.2, 3.1.2.3, 3.1.2.4, 3.1.2.6, and 3.1.2.8;
3. Strike from 1 Laws § 3.1.2.7 ‘Residential Accommodation Forum’ and insert ‘Senior Students’ Forum’;
4. Strike from 1 Laws § 3.1.4 ‘Town-Gown Liason Group’;
5. Strike from 1 Laws § 3.1.11 ‘accomidation’ and insert ‘accommodation’;
6. Strike from 1 Laws § 3.1.11 ‘equal opportunities, welfare’;
7. Strike 1 Laws § 3.1.12;
8. Strike 1 Laws § 3.1.16;
9. Strike 1 Laws §§ 3.1.20.2, 3.1.20.3, 3.1.20.4, 3.1.20.6 and insert new sections to read ‘Association Environment and Ethics Officer’, ‘SRC Accommodation Officer’, ‘SRC External Campaigns Officer’, and ‘SRC Member for Widening Access’;
10. Insert in Chapter 1 of the Laws a new section § 3.1.23 to read ‘Any of the above-enumerated duties may be delegated to another Sabbatical Officer by and with the advice and consent of SAEC’;
11. Insert in Chapter 1 of the Laws a new section § 3.2.7 to read ‘Be responsible for the booking and operations of Association venues’;
12. Insert in Chapter 1 of the Laws a new section § 3.2.8 to read ‘Oversee the operation of the Barron Theatre, and the Barron sub-committee’;
13. Strike from 1 Laws § 3.2.9 ‘in liaison with the University’;
14. Insert in Chapter 1 of the Laws a new section § 3.2.11 to read ‘Work on a strategic overview of Association commercial activities, alongside the Commercial Manager’;
15. Insert in Chapter 1 of the Laws a new section § 3.2.12 to read ‘Overview the building operations of the Union building’;
16. Add to extant 1 Laws § 3.2.12 a new section § 3.2.12.4 to read ‘SSC Music Officer’;
17. Add to extant 1 Laws § 3.2.12 a new section § 3.2.12.4 to read ‘SSC Performing Arts Officer’;
18. Strike the text of 1 Laws § 3.2.13 and insert ‘Work closely with the SSC Entertainments Convenor on recruitment, event management, Health & Safety and training’;
19. Insert in Chapter 1 of the Laws a new section § 3.2.21 to read ‘Any of the above-enumerated duties may be delegated to another Sabbatical Officer by and with the advice and consent of SAEC’;
20. Strike 1 Laws §§ 3.3.2 and 3.3.3;
21. Strike 1 Laws §§ 3.3.7.10 and 3.3.7.11;
22. Strike 1 Laws § 3.3.8;
23. Strike from 1 Laws § 3.3.10 ‘compiling the societies directory’ and insert ‘promoting societies, subcommittees and association projects’;
24. Strike the text of 1 Laws 3.3.12 and insert ‘Be responsible for working with the University to ensure rooms are made available to affiliated societies’;

25. Insert in Chapter 1 of the Laws a new section § 3.3.18 to read ‘Be responsible for the supervision of Association Projects’;
26. Insert in Chapter 1 of the Laws a new section § 3.3.25 to read ‘Any of the above-enumerated duties may be delegated to another Sabbatical Officer by and with the advice and consent of SAEC’;
27. Strike from 1 Laws § 3.4.2 ‘SRC Equal Opportunities & Welfare Committee and the School Presidents’ system’ and insert ‘SRC Education Committee, SRC Employability Committee, SRC Equal Opportunities Committee, and SRC Wellbeing Committee’;
28. Strike from 1 Laws § 3.4.4.3 ‘Library Users Group’ and insert ‘Library Strategy Advisory Group’;
29. Add to 1 Laws § 3.4.4.5 ‘,as appropriate’;
30. Strike from 1 Laws § 3.4.4.6 ‘Faculty Annual General Meetings; and,’ and insert ‘Academic Monitoring Group’;
31. Insert in Chapter 1 of the Laws a new section § 3.4.4.7 to read ‘Curriculum Approvals Group; and,’;
32. Strike from 1 Laws § 3.4.6. ‘equal opportunities and welfare and work with the President on accommodation, sustainability, and external campaign strategies’ and insert ‘education, equal opportunities, employability, and wellbeing’;
33. Strike from 1 Laws § 3.4.7 ‘(e.g. hall committees)’;
34. Insert in Chapter 1 of the Laws a new section § 3.4.13 to read ‘Provide an electronic copy of any amendments to the Laws, as passed by SAB, to the General Manager, and take responsibility for maintaining and updating an accurate master copy of the Laws.’
35. Strike 1 Laws §§ 3.4.9.1, 3.4.9.2, 3.4.9.3, 3.4.9.4, 3.4.9.5, and 3.4.9.6 and insert new sections to read ‘Postgraduate President’, ‘Senate Representatives’, ‘Faculty Presidents’, ‘Association LGBT Officer’, ‘SRC Education Officer’, ‘SRC Equal Opportunities Officer’, ‘SRC Employability Officer’, and ‘SRC Wellbeing Officer’.
36. Strike from 1 Laws § 3.4.12 ‘welfare provision such as during Raisin Weekend, the Night Bus service, carbon monoxide detectors and personal attack alarms’ and insert ‘projects’;
37. Insert ‘and enhancement’ after ‘quality assurance’ in 1 Laws § 3.1.14;
38. Strike from 1 Laws § 3.4.16 ‘representation and support’ and insert ‘education, wellbeing, equal opportunities, and democracy’; and,
39. Insert in Chapter 1 of the Laws a new section § 3.4.19 to read ‘Any of the above enumerated duties may be delegated to another Sabbatical Officer by and with the advice and consent of SAEC’.

PROPOSED

Teddy Woodhouse
Association Director of Representation

SECONDED

Kelsey Gold
Association Director of Student Development & Activities

PROPOSED UPDATES TO SABBATICAL REMITS

3. Remits of Association Sabbatical Officers, Officers and Subcommittees

3.1. Association President

The Association President shall:

3.1.1. Within the Students' Association, be a member of the:

3.1.1.1. Students' Association Board (SAB);

3.1.1.2. Students' Representative Council (SRC);

3.1.1.3. Student Services Council (SSC);

3.1.1.4. SAB Finance Committee (**Chair and Convener**);

3.1.1.5. SAB Nominations Committee;

3.1.1.6. Students' Association Executive Committee (SAEC), and;

3.1.1.7. Other relevant committees of the Students' Association as required wherever possible.

3.1.2. Within the wider university community, be a member of:

3.1.2.1. University Court and its subcommittees as appropriate;

~~3.1.2.2. the Senate;~~

~~3.1.2.3. Academic Council;~~

~~3.1.2.4. Senate Business Committee;~~

~~3.1.2.5.~~3.1.2.2. Student Complaints and Appeals Committee;

~~3.1.2.6. Student Support Forum;~~

~~3.1.2.7.~~3.1.2.3. Residential Accommodation Forum**Senior Students' Forum;**

~~3.1.2.8. Nightline Board; and,~~

~~3.1.2.9.~~3.1.2.4. Other ad hoc groups, working parties and interview panels as required.

3.1.3. The President shall act as the visible representative of the student body at University functions whenever possible.

3.1.4. Within the local community, attend and contribute to meetings of the ~~Town Gown Liaison Group~~, Community Council and other groups and working parties as appropriate.

- 3.1.5. Take joint responsibility, along with the Director of Representation, for reading, researching, and responding to consultation documents related to higher education.
- 3.1.6. Within the context of the national decision making bodies, attend and contribute to any national meetings deemed appropriate (e.g. 1994 Group, NUS, Non-NUS sabbaticals).
- 3.1.7. Take responsibility for the external image of the Association including all Press/Media duties. The President (or Nominee) is the only member of the Association who is authorised to speak to the media on behalf of the Association.
- 3.1.8. Be the Association link to the Rector and Athletic Union.
- 3.1.9. Normally be one of the Association Deputy Senior Elections Officers, whose responsibilities are as follows: a) to co-ordinate the elections with the Elections Officers Committee and b) to call and take responsibility for all elections of the Students' Association.
- 3.1.10. Inherit the title "President of the Students' Representative Council"
- 3.1.11. Be responsible for representational strategy regarding ~~accommodation~~ **accommodation**, ~~equal opportunities, welfare,~~ environment and ethics and external campaigns.
- ~~3.1.12. Take overall responsibility for and Students' Association-led welfare provision such as Rasin Weekend volunteering, the Night Bus service, condom distribution, and attack alarm provision.~~
- ~~3.1.13.~~3.1.12. Work with the Education Researcher to ensure that adequate induction and training of all elected officials takes place, both organising the employment of external training providers and participating directly in the training programme through designing and giving sessions and workshops.
- ~~3.1.14.~~3.1.13. Be responsible for overseeing the production of an annual Association handbook.
- ~~3.1.15.~~3.1.14. Work with the Design and Marketing Officer to ensure that any campaigns are suitably publicised.
- ~~3.1.16. Provide an electronic copy of any amendments to the Laws, as passed by SAB, to the General Manager, and take responsibility for maintaining and updating an accurate master copy of the Laws.~~
- ~~3.1.17.~~3.1.15. Be the signatory on any Association cheques in the absence of the Director of Representation, the Director of Student Development and Activities, or the Director of Events and Services.
- ~~3.1.18.~~3.1.16. Undertake duties as determined by SAEC, in addition to those required during pre-session activities, Rasin Weekend, and end of term events.

~~3.1.19.~~**3.1.17.** Assist all other sabbaticals and, in the absence of any sabbatical, ensure the completion of their duties with the assistance of the other sabbaticals

~~3.1.20.~~**3.1.18.** Convene and coordinate the activities of their sabbatical team whenever necessary. The membership shall be as follows:

~~3.1.20.1.~~**3.1.18.1.** SRC Member for First Year

~~3.1.20.2.~~ Science/Medicine Senate Representative

~~3.1.20.3.~~ Arts/Divinity Senate Representative

~~3.1.20.4.~~ Association Postgraduate President

3.1.18.2. Association Community Relations Officer

3.1.18.3. Association Environment and Ethics Officer

3.1.18.4. SRC External Campaigns Officer

~~3.1.20.5.~~**3.1.18.5.** SRC Member for Widening Access

~~3.1.20.6.~~ Association Chair

~~3.1.21.~~**3.1.19.** Be primarily responsible for overseeing projects with a substantial long-term strategic interest.

~~3.1.22.~~**3.1.20.** Develop and maintain an Association strategic plan and be primarily responsible for overseeing its implementation.

3.1.21. Any of the above-enumerated duties may be delegated to another Sabbatical Officer by and with the advice and consent of SAEC.

3.2. Association Director of Events & Services

The Association Director of Events & Services shall:

3.2.1. Within the Students' Association, be a member of the:

3.2.1.1. Students' Association Board (SAB);

3.2.1.2. Students' Representative Council (SRC);

3.2.1.3. Student Services Council (SSC);

3.2.1.4. Association Elections Officers Committee;

3.2.1.5. SSC Design Team;

- 3.2.1.6. SSC Broadcasting Committee;
 - 3.2.1.7. Students' Association Executive Committee (SAEC);
 - 3.2.1.8. SSC Entertainments Committee;
 - 3.2.1.9. SSC Discipline Committee;
 - 3.2.1.10. Conveners Selection Committee, and;
 - 3.2.1.11. SAB Staffing Committee.
- 3.2.2. Be in frequent contact with the General Manager on matters of staffing.
- 3.2.3. Within the University, liaise with University staff and nominees on matters relating to the Director of Events and Services' remit.
- 3.2.4. With regard to external bodies, be responsible for all dealings with Northern Services and be student representative to all groups relating to the commercial interests of the Association and other meetings relevant to their remit, e.g. of the licensing board.
- 3.2.5. Be the responsible for reading, researching and responding to communications from entertainment groups or non-student individuals wishing to use Association services not presently covered by other sabbaticals' remits.
- 3.2.6. Act as promoter, or provide a nominee to act as promoter for all Association events run in consultation with the SSC Entertainments Committee.
- 3.2.7. Be responsible for the booking and operations of Association venues.**
- 3.2.8. Oversee the operation of the Barron Theatre, and the Barron sub-committee.**
- ~~3.2.7.~~**3.2.9.** Organise the duties rota for the voting members of SRC and SSC, for approval by SAEC.
- ~~3.2.8.~~**3.2.10.** Have overall responsibility for the organisation of pre-sessional activities in consultation with the appropriate officers and staff.
- ~~3.2.9.~~**3.2.11.** Organise the Graduation Ball ~~in liaison with the University.~~
- ~~3.2.10.~~**3.2.12.** Be the signatory on any Association cheque.
- ~~3.2.11.~~**3.2.13.** Give input into all Association commercial activities on behalf of the student body.
- 3.2.14. Work on a strategic overview of Association commercial activities, alongside the Commercial Manager.**
- 3.2.15. Overview the building operations of the Union building.**

~~3.2.12~~**3.2.16.** Convene and coordinate the activities of their sabbatical team whenever necessary. The membership shall be as follows:

~~3.2.12.1~~**3.2.16.1.** SSC Design Team Convener

~~3.2.12.2~~**3.2.16.2.** SSC Broadcasting Officer

~~3.2.12.3~~**3.2.16.3.** SSC Entertainments Convener

3.2.16.4. SSC Music Officer

3.2.16.5. SSC Performing Arts Officer

~~3.2.13~~**3.2.17.** **Recruit and coordinate the activities of the Entertainments Crews. Work closely with the SSC Entertainments Convener on recruitment, event management, Health & Safety and training.**

~~3.2.14~~**3.2.18.** Work with the Design and Marketing Officer, relevant volunteers and the Design Team to ensure that Association services and entertainments are suitably publicised.

~~3.2.15~~**3.2.19.** Inherit the titles “President of the Union”, “Vice President (Services) and “Association Director of Services”.

~~3.2.16~~**3.2.20.** Be responsible for Association services presently not covered by other Sabbaticals’ remits.

~~3.2.17~~**3.2.21.** Be responsible for all sections of the annual Association handbook pertaining to the Association building and its commercial services.

~~3.2.18~~**3.2.22.** Undertake duties as determined by SAEC, in addition to those required during pre-sessional week, Raisin Weekend, and end-of-term events.

~~3.2.19~~**3.2.23.** Assist all other sabbaticals and, in the absence of any sabbatical, ensure the completion of their duties with the assistance of the other sabbaticals.

~~3.2.20~~**3.2.24.** Be entitled to distribute openly-published factual information to external parties, including the media, on request.

3.2.25. Any of the above-enumerated duties may be delegated to another Sabbatical Officer by and with the advice and consent of SAEC.

3.3. Association Director of Student Development & Activities

The Association Director of Student Development & Activities shall:

3.3.1. Within the Students’ Association, be a member of the:

3.3.1.1. Students’ Association Board (SAB);

3.3.1.2. Students' Representative Council (SRC);

3.3.1.3. Student Services Council (SSC);

3.3.1.4. SAB Staffing Committee;

3.3.1.5. SAB Discipline Committee;

3.3.1.6. Elections Officers Committee;

3.3.1.7. all SSC subcommittees;

3.3.1.8. Conveners Selection Committee; and,

3.3.1.9. Students' Association Executive Committee.

~~3.3.2. Be the Students' Association liaison to the University's Careers and Development Committee and other ad hoc bodies and working parties as appropriate.~~

~~3.3.3. Within the wider community, attend and contribute to meetings of the St Andrews Festival Steering Committee, and act as a liaison with the student body.~~

~~3.3.4.~~**3.3.2.** Provide one-to-one advice and support to individuals, groups and student bodies wishing to use the services offered by the Association.

~~3.3.5.~~**3.3.3.** Work with the Association Postgraduate President to ensure that the full range of postgraduate events during the summer term is carried out.

~~3.3.6.~~**3.3.4.** Work with the Director of Events and Services to have overall responsibility for the organisation of pre-sessional activities in consultation with the appropriate officers and staff when relating to student activities.

~~3.3.7.~~**3.3.5.** Convene and coordinate the activities of their sabbatical team whenever necessary. The membership shall be as follows:

~~3.3.7.1.~~**3.3.5.1.** SSC Charities Officer

~~3.3.7.2.~~**3.3.5.2.** SSC Debates Officer

~~3.3.7.3.~~**3.3.5.3.** SSC Music Officer

~~3.3.7.4.~~**3.3.5.4.** SSC Performing Arts Officer

~~3.3.7.5.~~**3.3.5.5.** Association Postgraduate President

~~3.3.7.6.~~**3.3.5.6.** SSC Volunteering Officer

~~3.3.7.7.~~**3.3.5.7.** SSC Societies Officer

- ~~3.3.7.8~~**3.3.5.8.** SSC Member for Societies Elections
- ~~3.3.7.9~~**3.3.5.9.** SSC Member for Societies Grants
- ~~3.3.7.10.~~ SSC Broadcasting Officer
- ~~3.3.7.11.~~ SSC Film Production Officer
- ~~3.3.7.12~~**3.3.5.10.** SSC Charitable Development Convener
- ~~3.3.8~~**3.3.6.** Be responsible for the health & safety of societies.
- ~~3.3.9~~**3.3.7.** Ensure that the societies, groups and sub-committees are aware of their responsibilities and fulfil them.
- ~~3.3.10~~**3.3.8.** Be responsible for ~~compiling the societies directory~~ **promoting societies, subcommittees and association projects.**
- ~~3.3.11~~**3.3.9.** Organise the Societies Fayre in conjunction with the SSC Societies Committee.
- ~~3.3.12~~**3.3.10.** ~~Be responsible for bookings of University rooms by affiliated societies.~~ **Be responsible for working with the University to ensure rooms are made available to affiliated societies.**
- ~~3.3.13~~**3.3.11.** Be responsible for working with the Development Office to raise funds via sponsorship for student societies.
- ~~3.3.14~~**3.3.12.** Be an honorary member of all affiliated societies.
- ~~3.3.15~~**3.3.13.** Act as a point of contact between the student body and the Careers Centre.
- ~~3.3.16~~**3.3.14.** Be responsible for student society training.
- ~~3.3.17~~**3.3.15.** Calculate the required budget for student activities.
- 3.3.16. Be responsible for the supervision of Association Projects.**
- ~~3.3.18~~**3.3.17.** Be responsible for all sections of the annual Association handbook pertaining to student development and activities.
- ~~3.3.19~~**3.3.18.** Be a signatory on any Association cheque
- ~~3.3.20~~**3.3.19.** Undertake any such additional duties as may be desirable for the promotion of student development and activities.
- ~~3.3.21~~**3.3.20.** Be responsible for Association services presently not covered by other sabbaticals' remits.

~~3.3.22~~**3.3.21.** Undertake duties as determined by SAEC, in addition to those required during pre sessional activities, Raisin Weekend, and end-of-term events.

~~3.3.23~~**3.3.22.** Assist all other sabbaticals and, in the absence of any sabbatical, ensure the completion of their duties with the assistance of the other sabbaticals.

~~3.3.24~~**3.3.23.** Be entitled to distribute openly published factual information to external parties, including the media, on request.

3.3.24. Any of the above-enumerated duties may be delegated to another Sabbatical Officer by and with the advice and consent of SAEC.

3.4. Association Director of Representation

The Association Director of Representation shall:

3.4.1. Within the Students' Association, be a member of the:

3.4.1.1. Students' Association Board (SAB);

3.4.1.2. Students' Representative Council (SRC);

3.4.1.3. Student Services Council (SSC);

3.4.1.4. SAB Finance Committee,;

3.4.1.5. Elections Officers Committee; and,

3.4.1.6. Students' Association Executive Committee (SAEC).

3.4.2. Line-manage the ~~SRC Equal Opportunities & Welfare Committee and the School Presidents' system.~~ **SRC Education Committee, SRC Employability Committee, SRC Equal Opportunities Committee, and SRC Wellbeing Committee.**

3.4.3. Take responsibility for the management, election, training, and coordination of the School Presidents and convene the School Presidents' Forum.

3.4.4. Within the wider university community, be a member of:

3.4.4.1. University Court and its sub-committees as appropriate;

3.4.4.2. Teaching, Learning & Assessment Committee and its subcommittees as appropriate,;

3.4.4.3. ~~Library Users Group~~ **Library Strategy Advisory Group;**

3.4.4.4. Student academic appeal pre-hearings;

3.4.4.5. Job appointment interview panels;

~~3.4.4.6. Faculty Annual General Meetings; and Academic Monitoring Group,~~

~~3.4.4.7. Curriculum Approvals Group; and,~~

~~3.4.4.7.3.4.4.8. Any ad hoc bodies as appropriate.~~

3.4.5. Take joint responsibility, along with the President, for national representation and attend and contribute to such conferences, councils, and meetings as appropriate.

3.4.6. Be responsible for representational strategy regarding ~~education, equal opportunities and welfare, and work with the President on accommodation, sustainability, and external campaign strategies.~~ **education, equal opportunities, employability, and wellbeing.**

3.4.7. Provide one-to-one advice and advocacy support to individual students, groups of students or bodies of students (~~e.g. hall committees~~) regarding complaints at the operation or judgement of the University or Students' Association, while respecting the direct responsibility of the Education Researcher for academic appeals.

3.4.8. Work in close cooperation with all representational members of staff.

3.4.9. Convene and coordinate the activities of their sabbatical team whenever necessary. The membership shall be as follows:

~~3.4.9.1. Association Environment & Ethics Officer~~

~~3.4.9.2. Association LGBT Officer~~

~~3.4.9.3. SRC Accommodation Officer~~

~~3.4.9.4. SRC Education Officer~~

~~3.4.9.5. SRC Equal Opportunities & Welfare Officer~~

~~3.4.9.6. SRC External Campaigns Officer~~

3.4.9.1. Postgraduate President

3.4.9.2. Senate Representatives

3.4.9.3. Faculty Presidents

3.4.9.4. Association LGBT Officer

3.4.9.5. SRC Education Officer

3.4.9.6. SRC Equal Opportunities Officer

3.4.9.7. SRC Employability Officer

3.4.9.8. SRC Wellbeing Officer

3.4.10. Take joint responsibility, along with the President, for reading, researching and responding to consultation documents relating to higher education.

3.4.11. Work with the Design and Marketing Officer, the Director of Representation's sabbatical team and a design team to ensure that any relevant are suitably publicised.

3.4.12. Take overall responsibility for any SRC-led ~~welfare provision such as during Raisin Weekend, the Night Bus service, carbon monoxide detectors and personal attack alarms~~ **projects**.

3.4.13. Provide an electronic copy of any amendments to the Laws, as passed by SAB, to the General Manager, and take responsibility for maintaining and updating an accurate master copy of the Laws.

~~3.4.13.~~**3.4.14. Inherit the title "Vice President (Representation)"**

~~3.4.14.~~**3.4.15. Participate in the University's internal Quality Assurance and enhancement procedures.**

~~3.4.15.~~**3.4.16. Undertake duties as determined by SAEC, in addition to those required during the pre-sessional activities, Raisin Weekend, and end-of- term events.**

~~3.4.16.~~**3.4.17. Be responsible for all sections of the annual Association handbook pertaining to representation and support education, wellbeing, equal opportunities, and democracy'.**

~~3.4.17.~~**3.4.18. Assist all other sabbaticals and, in the absence of any sabbatical, ensure the completion of their duties with the assistance of the other sabbaticals.**

~~3.4.18.~~**3.4.19. Be entitled to distribute openly published factual information to external parties, including the media, on request.**

~~3.4.19.~~**3.4.20. Any of the above-enumerated duties may be delegated to another Sabbatical Officer by and with the advice and consent of SAEC.**

J. 21

A MOTION TO CHANGE THE TITLE OF THE SSC CHARITABLE DEVELOPMENT CONVENOR

THIS SRC AND SSC NOTE:

1. The name Charitable Development Convener doesn't accurately represent the responsibilities of the position; and,
2. The confusion regarding the name has limited the number of students who seek help from the Charitable Development Convener.

THIS SRC AND SSC BELIEVE:

1. Position titles should be indicative of the duties held by each member of the SSC;
2. A title change to the position of SSC Charitable Development Convener would clarify the role of the position;
3. Changing the title will benefit the greater student body and make the services of the Charitable Development Convener more widely accessible; and,
4. The duties of the position are such that the position can now be elected in the annual student elections.

THIS SRC AND SSC RESOLVE:

1. To change the title of SSC Charitable Development Convener to SSC External Funding Officer;
2. In accordance with the title change the position of SSC External Funding Officer will be elected each year in the annual student elections; and,
3. To recommend to SAB that the Laws be amended accordingly to reflect these changes.

PROPOSED:

Joseph Tantillo
SSC Charitable Development Convener

SECONDED:

Kelsey Gold
Association Director of Student Development & Activities

J.22

A MOTION TO AMEND THE MEMBERSHIP OF THE SSC SOCIETIES COMMITTEE

THIS SSC AND SRC NOTE:

1. The SSC Societies Committee wishes to restructure and create an additional officer.
2. The SSC Societies Committee has recommended the removal of the roles of Member for Societies Elections and Member for Societies Grants from the SSC.
3. That the removal of these roles is supported by both current officers.
4. The SSC Societies Committee has recommended altering some additional provisions of the Laws to reflect current practice.

THIS SSC AND SRC BELIEVES:

1. These changes better reflect the current practises of the SSC Societies Committee and will allow the Committee to be more effective.

THIS SSC AND SRC RESOLVE:

To report amendments to the following changes to the Laws to SAB with the recommendation that the same do pass, and further recommend that the changes take effect upon the dissolution of this SSC:

1. To strike §3.3.7.8 in Chapter 1, and renumber accordingly;
2. To strike §3.3.7.9 in Chapter 1, and renumber accordingly;
3. To strike §1.1.12 in Chapter 3, and renumber accordingly;
4. To strike §1.1.13 in Chapter 3, and renumber accordingly;
5. To strike §4.1.2 in Chapter 3, and renumber accordingly;
6. To strike §4.1.3 in Chapter 3, and renumber accordingly;
7. To strike §5.2 in Chapter 3, and renumber accordingly;
8. To strike §5.3 in Chapter 3, and renumber accordingly;
9. To strike §1.1.33 in Chapter 6, and renumber accordingly;
10. To strike §1.1.34 in Chapter 6, and renumber accordingly;
11. To strike in §4.3 in Chapter 22 “or SSC Member for Society Elections”;
12. To strike the existing text in §1.1.3 in Chapter 23, and insert “1.1.3 Grants Officer”;

13. To strike the existing text in §1.1.4 in Chapter 23, and insert “1.1.4 Elections Officer”;
14. To add the text “Affiliation Officer” as §1.1.3 in Chapter 23 and renumber accordingly;
15. To strike “Returning Officers” in §1.1.6 in Chapter 23 and insert “Election Advisors”.
16. To strike “Administrator” in §1.1.8 in Chapter 23 and insert “Processor”.
17. To strike §1.2.3 in Chapter 23 and renumber accordingly.
18. To strike “The Committee shall meet at least three times per semester and at other times when necessary.” in §1.3 in Chapter 23 and insert “The Societies Committee shall meet weekly during term time excluding pre-sessional and revision weeks and at other times when necessary.”.
19. To insert a new §1.5 in Chapter 23 with the following text:
 - 1.5. Attendance
 - 1.5.1. If a member is absent from two meetings of the SSC Societies Committee without adequate apologies or five in total, the member shall cease to hold office.
 - 1.5.2. Notwithstanding the foregoing provision, the absence policy of the SSC Societies Committee shall not apply to the Director of Student Development & Activities or any SSC/SRC nominees to the Committee.

PROPOSED:

Courtney Lewis
SSC Societies Officer

SECONDED:

Emily Dick
SSC Member for Societies Grants

PROPOSED CHANGES

Chapter Three: The SSC

...

5. Remits of SSC Officers, Conveners and Subcommittees

...

~~5.2. SSC Member for Societies Grants~~

~~The SSC Member for Societies Grants shall:~~

~~5.2.1. Be an honorary member of all affiliated societies.~~

~~5.2.2. Calculate the value of all affiliation grants to societies.~~

~~5.2.3. Advertise the availability and uses of discretionary grants to societies.~~

~~5.2.4. Process the applications for discretionary grants by affiliated societies, ensuring that all relevant information is put before the committee considering the grant application.~~

~~5.3. SSC Member for Societies Elections~~

~~The SSC Member for Societies Elections shall:~~

~~5.3.1. Be an honorary member of all affiliated societies.~~

~~5.3.2. Ensure that all societies are informed as to the correct procedures for General Meetings and elections, and that they possess the relevant paperwork.~~

~~5.3.3. Attend, or send a nominee to attend, society general meetings and invigilate for compliance with the requirements of the Affiliation Agreement.~~

~~5.3.4. Maintain a database of contact details for society committees~~

~~5.3.5. Undertake such additional duties as may be determined by the Societies Committee from time to time.~~

...

Chapter Six: Elections

1. General Elections

1.1. Elected SRC, SSC, Senate and Association positions:

The following positions shall be put up for election in March of each year:

...

~~1.1.33. SSC Member for Societies Grants~~

~~1.1.34. SSC Member for Societies Elections~~

...

Chapter Twenty-Three: SSC Societies Committee

1. SSC Societies Committee

1.1. Membership

1.1.1. SSC Societies Officer (Convenor and Chair)

1.1.2. Director of Student Development & Activities

New § Affiliation Officer

1.1.3. ~~SSC Member for Societies Grants Officer~~

1.1.4. ~~SSC Member for Societies Elections Officer~~

1.1.5. Secretary

1.1.6. Two ~~Returning Officers~~ **Election Advisers**

1.1.7. Webmaster

1.1.8. Risk Assessment ~~Administrator~~ **Processor**

1.1.9. University Charities Campaign Societies Coordinator

1.1.10. Two SRC Nominees

1.1.11. Two SSC Nominees

1.1.12. Marketing Officer

1.1.13. Management Accountant (non-voting)

...

1.2. Remit

The Societies Committee shall:

...

~~1.2.3. Ensure that affiliated societies fulfil their role as defined in their constitution.~~

...

1.3. Meetings

~~The Societies Committee shall meet at least three times per semester and at other times when necessary.~~ **The Societies Committee shall meet weekly during term time excluding pre-sessional and revision weeks and at other times when necessary.**

...

1.5. Attendance

1.5.1. If a member is absent from two meetings of the SSC Societies Committee without adequate apologies or five in total, the member shall cease to hold office.

1.5.2. Notwithstanding the foregoing provision, the absence policy of the SSC Societies Committee shall not apply to the Director of Student Development & Activities or any SSC/SRC nominees to the Committee.

R. 20

A MOTION TO PROVIDE FUNDING FOR A 50TH ANNIVERSARY EVENT

THIS SRC NOTES:

1. That student representation has existed in St Andrews in its modern form since the very first Students' Representative Council formed in the 1880's;
2. That the SRC was, and still is, the representative arm of the student body, electing members (that is, students) to speak up on behalf of students on issues that were important to them;
3. That the SRC admitted both men and women, and it was in St Andrews that we had one of the first ever women to be elected to public office on parity with men with the election of Miss Watson in January 1897 to the SRC;
4. That from the 1923 there was also a 'Union' formed separately from the SRC, first for men and then separately for women;
5. That the Unions existed to organise the social activities of student life, at a time when society was more socially conservative and it was thought best by some that the students should congregate exclusively within their own 'clubhouses';
6. That the Men's and Women's Unions united in 1963;
7. An event to be held by the Association on 12 February celebrating the joining of the Men's and Women's Unions and the progress towards equality;
8. That the event will feature a photo exhibition including photos from each decade, images and information about the redevelopment, drinks and canapés, music, and short talks from Dr Ann Kettle and Dr Lorna Milne on 'Being a Female Student at St Andrews';
9. The draft budget for the event attached hereto; and,
10. Its authority under 2 Laws § 3.3 to appropriate a sum of up to £1000.00 at any meeting.

THIS SRC BELIEVES:

1. That it should support the efforts of the Association to celebrate the 50th anniversary of the joining of the Men's and Women's Unions.

THIS SRC RESOLVES:

1. To appropriate a sum not to exceed £1000.00 from its discretionary fund to cover event to be held by the Association on 12 February celebrating the joining of the Men's and Women's Unions and the progress towards equality.

PROPOSED:

Chloe Hill
Association President

SECONDED:

Daniel Palmer
Association Director of Events & Services

DRAFT BUDGET

Wine	£320
Non-alcoholic drinks	£80
Canapés	£400
Live music	£100
Cake	£50
Printing/table decorations	£20
TOTAL	£970

S. 8

A MOTION TO SUPPORT THE BROADCAST OF THE *PUPPY BOWL X* ON SUNDAY, THE SECOND DAY OF THE MONTH OF FEBRUARY, IN THE YEAR TWO THOUSAND AND FOURTEEN

THIS STUDENT SERVICES COUNCIL NOTES:

1. The *Puppy Bowl* is an annual television program on Animal Planet that mimics the American football bowl game, with puppies as players;
2. The Director of Representation has received over fifty ‘likes’ for the submission of an emergency motion on this matter, including support from current Students’ Representative Council officers, Student Services Council officers, members of the Students’ Association Executive Committee, current sabbaticals, former sabbaticals, and members of the general student community;
3. The *Puppy Bowl* also includes penguin cheerleaders, a kitty half-time show, and an actual bird that live-tweets updates from the stadium;
4. The puppies of the *Puppy Bowl* are from animal shelters and the show contains information on how views can adopt rescued puppies and further help their local shelter;
5. A veterinarian and representatives of the American Society for the Prevention of Cruelty to Animals (ASPCA) is on site during the production of the *Puppy Bowl* to ensure animal safety and wellbeing; and
6. The *Puppy Bowl* is an exemplar of sportsmanship, as evidenced here: http://s3-ec.buzzfed.com/static/2014-01/enhanced/webdr07/15/17/anigif_enhanced-buzz-15322-1389823909-17.gif.

THIS STUDENT SERVICES COUNCIL BELIEVES:

1. Puppies are adorable;
2. No, really, puppies are *super* adorable;
3. The *Puppy Bowl* is a major annual event that has commanded obvious student support and interest; and
4. It is within the interests of the Students’ Association to broadcast the *Puppy Bowl*.

THIS STUDENT SERVICES COUNCIL RESOLVES:

1. To mandate the Director of Events & Services and Director of Representation to actively work with the staff to explore the feasibility and ensure the broadcasting of the *Puppy Bowl X* on 2 February 2014; and
2. To encourage all students to watch the most adorable television program to broadcast in the Students’ Association.

PROPOSED

Teddy Woodhouse
Director of Representation

SECONDED